



PITTWATER COUNCIL

Agenda

Council Meeting

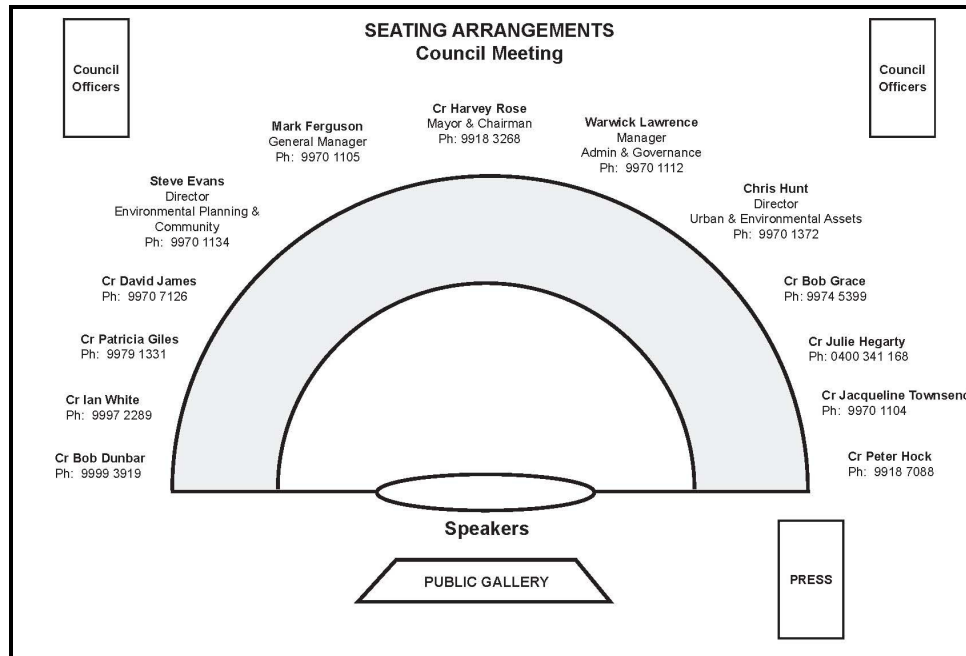
Notice is hereby given that a Council Meeting of Pittwater Council will be held at Mona Vale Memorial Hall on

7 May 2012

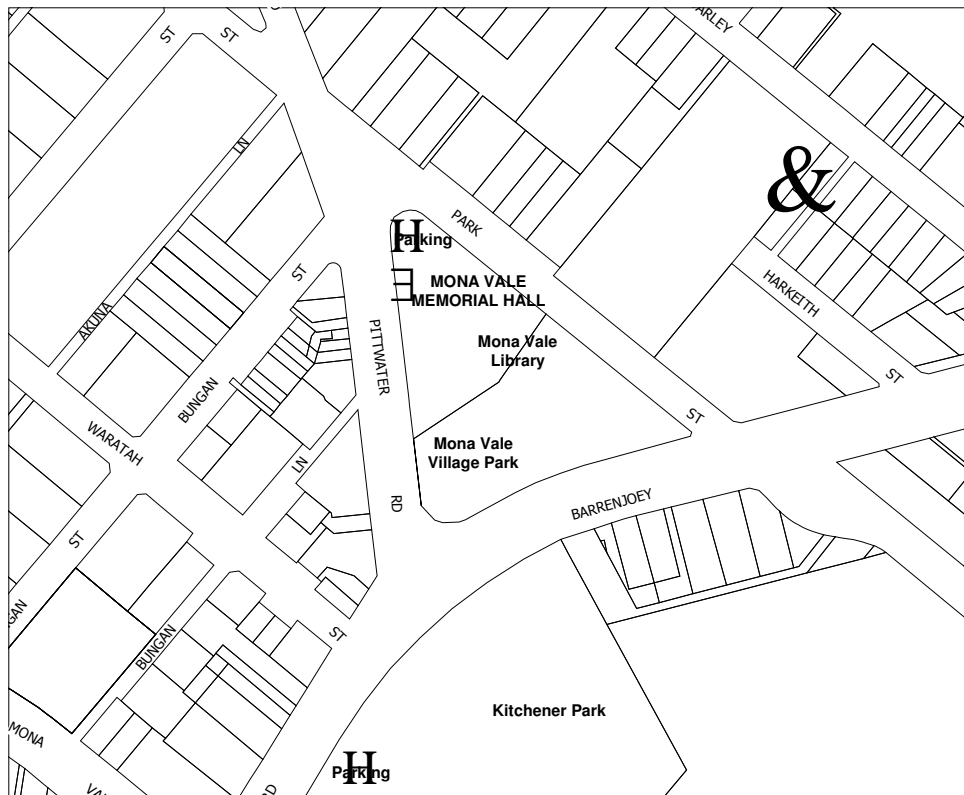
Commencing at 6.30pm for the purpose of considering the items included on the Agenda.

Mark Ferguson
GENERAL MANAGER

Seating Arrangements



Meeting Location



All Pittwater Council's Agenda and Minutes are available on the Pittwater website at www.pittwater.nsw.gov.au

Council Meeting

Acknowledgement of Country

Pittwater Council honours and respects the spirits of the Guringai people.
Council acknowledges their traditional custodianship of the Pittwater area

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**The Senior Management Team
has approved the inclusion of
all reports in this agenda.**

Council Meeting

1.0 Apologies

Apologies must be received and accepted from absent Members and leave of absence from the Council Meeting must be granted.

2.0 Declarations of Pecuniary and Conflict of Interest including any Political Donations and Gifts

Councillors are advised of the following definitions of a "pecuniary" or "conflict" of interest for their assistance:

- * Section 442 of the Local Government Act, 1993 states that a "pecuniary" interest is as follows:

- "(1) **[Pecuniary interest]** A Pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.*
- (2) **[Remoteness]** A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter."*

Councillors should reference the Local Government Act, 1993 for detailed provisions relating to pecuniary interests.

- * Council's Code of Conduct states that a "conflict of interest" exists when you could be influenced, or a reasonable person would perceive that you could be influenced by a personal interest when carrying out your public duty.

Councillors are also reminded of their responsibility to declare any Political donation or Gift in relation to the Local Government & Planning Legislation Amendment (Political Donations) Act 2008.

- * A reportable political donation is a donation of:
 - \$1,000 or more made to or for the benefit of the party, elected member, group or candidate; or
 - \$1,000 or more made by a major political donor to or for the benefit of a party, elected member, group or candidate, or made to the major political donor; or
 - Less than \$1,000 if the aggregated total of the donations made by the entity or person to the same party, elected member, group, candidate or person within the same financial year (ending 30 June) is \$1,000 or more.

3.0 Confirmation of Minutes

“Councillors are advised that when the confirmation of minutes is being considered, the only question that can arise is whether they faithfully record the proceedings at the meeting referred to. A member of a council who votes for the confirmation of the minutes does not thereby make himself a party to the resolutions recorded: **Re Lands Allotment Co (1894) 1 Ch 616, 63 LJ Ch 291.**”

Minutes of the Council Meeting held on 16 April 2012.

4.0 Public Addresses

Statement of Respect

Pittwater Council promotes and strives to achieve a climate of respect for all and endeavours to inspire in our community shared civic pride by valuing and protecting our unique environment, both natural and built, for current and future generations.

The following guidelines apply to any person addressing a Council / Committee meeting in relation to an item on the Council / Committee meeting agenda:

1. *A member of the public may be granted leave to address a meeting of Council or a Committee, where such a request is received by the General Manager no later than 3.00pm on the day of the meeting. This is subject to:*
 - (a) *A maximum of up to four speakers may address on any one item, with a maximum of two speakers in support of the recommendation in the report, and two speakers in opposition.*
 - (b) *A limitation of three minutes is allowed for any one speaker, with no extensions.*
 - (c) *An objector/s to a development application is to speak first with the applicant always being given the right to reply.*

Exceptions to these requirements may apply where:

- (a) *The Meeting specifically requests that a person be interviewed at a meeting.*
 - (b) *The Meeting resolves that a person be heard at the meeting without having given prior notice to the General Manager*
2. *Once a public/resident speaker has completed their submission and responded to any Councillor questions, they are to return to their seat in the public gallery prior to the formal debate commencing.*
3. *No defamatory or slanderous comments will be permitted. Should a resident make such a comment, their address will be immediately terminated by the Chair of the meeting.*
4. *Council's general meeting procedures apply to Public Addresses, in particular, no insults or inferences of improper behaviour in relation to any other person is permitted.*
5. *Residents are not permitted to use Council's audio visual or computer equipment as part of their address. However, photographs, documents etc may be circulated to Councillors as part of their address.*

5.0	Mayoral Minutes
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Nil.

6.0	Business by Exception (All items on the Agenda)
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Items that are dealt with by exception are items where the recommendations contained in the reports in the Agenda are adopted without discussion.

7.0	Council Meeting Business
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Nil.

Community, Recreation and Economic Development Committee

**8.0 Community, Recreation and Economic Development
 Committee Business**

C8.1 Draft Pittwater Economic Development Plan 2012-2016

Meeting: Community, Recreation & Economic
Development Committee

Date: 7 May 2012

STRATEGY: Building Communities

ACTION: Pittwater Economic Development Plan

PURPOSE OF REPORT

To report on the development of the Draft Pittwater Economic Development Plan 2012–2016 'Working locally - Connecting globally'.

1.0 BACKGROUND

- 1.1 Within this year's Delivery Program and Budget there is an action to review and develop Council's first Economic Development Plan (EDP). This report outlines the progress made in developing Council's first Plan.
- 1.2 The purpose of the Plan is also to understand and highlight the importance of the small and medium business contribution to the LGA and to their role in building strong, vibrant communities, so that our businesses grow and remain competitive in metropolitan, national and global markets. The implementation of the strategic action initiatives through the Plan will also help to facilitate the development of sustainable business practices and increased business engagement will contribute to improved business performance, business excellence and building a regional profile for the Northern Beaches within the Global City of Sydney.
- 1.3 The Draft Plan acknowledges SHOROC's roadmap – "Shaping Our Future" which received strong endorsement by all four SHOROC Councils and wider business community in 2010. For Pittwater the major issues and challenges refer to the much needed upgrades in key infrastructure – especially related to public transport and health investments. The clear message for the NSW Government is that investment is urgently needed to grow employment, reduce increasing road congestion and enhance the liveability, sustainability and connectedness to Sydney - the designated Global City.
- 1.4 The major themes and priorities identified in the EDP have been developed within a framework that acknowledges and respects Pittwater's unique natural and social environment and are integrated with other key Council and NSW Government planning documents, including; The Draft Pittwater Social Plan 2012 -2016; the Pittwater Local Planning Strategy 2010 and the NSW Metropolitan Plan for Sydney 2036.

2.0 ISSUES

2.1 The Draft Pittwater Economic Development Plan and the Integrated Planning and Reporting Context

- 2.1.1 The integrated planning and reporting framework for local government communities in New South Wales does not exist in isolation and importantly 'economic development' has a significant strategic role to help influence and shape the future of the State.

- 2.1.2 The Draft Plan will integrate with Council's overall planning and delivery process. Under the Local Government Act and Regulations separate Economic Development Plans are not required with the introduction of the Integrated Planning and Reporting Framework. However, the expectation is that economic development planning will inform the community strategic planning process, as well as guide and assist Council to achieve the delivery of appropriate projects and programs.
- 2.1.3 The Plan does not contain detailed recommendations or actions but highlights and identifies business related priorities, opportunities and challenges. Actions will be developed each year in Council's Annual Delivery Plan and Budget that respond to the issues identified in the Economic Development Plan.
- 2.1.4 Pittwater's 2020 Community Strategic Plan articulates the community's vision and outlines five interlinked and interdependent key directions under which all planning will occur. The timing of the first Economic Development Plan has been designed to inform the first review of Pittwater's 2020 Community Strategic Plan in 2013.
- 2.1.5 The Draft Plan is not a stand alone planning document; it is a dynamic document designed to be integrated within Council's reporting and planning processes, with actions identified through the Delivery Plan and Budget annually.
- 2.1.6 To keep the community informed and engaged with economic development issues and opportunities, an emerging issues paper will be developed each year, building on the Economic Development Plan, with the aim to guide actions and continue to be responsive to local and wider business-related needs.



2.2 The Draft Economic Development Plan Framework

- 2.2.1 The Draft Plan has used the working theme; 'Working locally - Connecting globally'. The economic development planning process has sought to engage local business support which is needed to create collaborative new partnerships that can lead to employment generation, as well as enhanced long term economic performance for Pittwater and the Northern Beaches.
- 2.2.2 The Draft Plan will provide a key planning document designed to inform the planning framework and the first review of the Community Strategic Plan 2020.
- 2.2.3 The Draft Plan consists of the following Papers:-
- Executive Summary.
 - Economic analysis of Pittwater and the region. This Paper is referred to as *Discussion Paper 1: Economic Role and Function Analysis*.
 - Six Discussion Papers which identify themes, issues, opportunities and challenges relating to economic development in Pittwater. These Papers are referred to as follows:-
 - Discussion Paper 2: Towns and Villages*
 - Discussion Paper 3: The Importance of Business Infrastructure and Networks*
 - Discussion Paper 4: The Pittwater Economy and Infrastructure*
 - Discussion Paper 5: Strengthening the Local Economy*
 - Discussion Paper 6: Pittwater in the Broader Economic and Geographical Context*
 - Discussion Paper 7: Emerging Business Issues and Opportunities*
- 2.2.4 Unlike some previous plans presented to Council, the Draft Plan does not have detailed actions or recommendations contained within it. Rather, each year the Plan will be used to guide the development of actions and priorities in Council's four year Delivery Plan and Budget.
- 2.2.5 Once adopted, each year staff will develop an Emerging Issues Discussion Paper to ensure that the Plan remains dynamic and relevant to changing circumstances.

2.3 Community Engagement

- 2.3.1 Council has encouraged a variety of opportunities to get connected and involved in the community engagement progress for the first Draft Plan. Focus group attendees have represented home-based to small and medium businesses from a wide cross section including: Health and Wellbeing / multi media / legal / NSW and Federal Government / retail / finance and real estate sectors.
- 2.3.2 In developing the Draft Plan the key objectives of engagement and consultation were:-
- Developing an understanding of the needs of the Pittwater community.
 - Exploring economic development trends occurring in Pittwater and beyond.
 - Developing an understanding of business – related assets (soft and hard) within Pittwater and the region.

- Establishing priority areas for the discussion papers.
- Identification of the business – related services, facilities and processes required to address the priority areas and needs of the community.

2.3.3 The key methods of community engagement used were as follows:-

- Targeted interviews with business owners, operators and key stakeholders groups such as:-
 - Pittwater Business Ltd, (Workshop and business breakfast briefing).
 - Chambers of Commerce, (Narrabeen & Districts Chamber, Mona Vale Chamber, Avalon Chamber).
- Informal local/regional networking and consultation by the Regional Economic Development Coordinator.
- Focus groups, (2 Focus Groups with key local businesses, NSW and Federal Government stakeholders).
- On-line survey – Council website with 14 comments received.
- Postcard drop promoting encouraging the business community to get involved with the planning process.
- Council's website and Council publications.
- Local Media.
- Community, Recreation and Economic Development Reference Group
- Pittwater Project Control Group briefings.
- February 2012 - Pittwater Report to all ratepayers, including one page article on the Plan inviting comment.

Some quotes from the focus groups included:-

- *"The area shouldn't be so concerned with attracting big business but growing local businesses and the organic growth of local businesses".*
- *"Not enough key workers, and not enough opportunities for local 19-24 year olds and opportunities for older workers".*
- *"Importance of village centres to life in region. Successful villages need to integrate work/amenities/lifestyle opportunities with residential".*

2.4 Major Opportunities Identified in the Plan

2.4.1 Each of the six main Discussion Papers of the Draft Plan identify a number of Key Challenges and Opportunities. Outlined below is a selection of some of these opportunities identified in the Plan:-

- Supporting local Chambers of Commerce in improving Town and Village centre branding and marketing initiatives.

- To investigate business mentoring opportunities to support new and existing businesses.
- To investigate the SHHED Business Accelerator Model as a regional opportunity for Northern Beaches businesses.
- To examine opportunities to re-establish a Business Enterprise Centre model on the Northern Beaches to support new and existing small to medium businesses.
- Develop a Regional Tourism Plan to identify opportunities such as increasing the dollar spend in Pittwater and the region.
- Promote excellence in local green design, particularly in the built environment, and support local sustainability seminars and expos and investment in green skills.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

The Economic Development Plan supports an integral process for identification of key economic priorities.

3.2 Valuing & Caring for our Natural Environment (Environmental)

The Economic Development Plan has examined ways to encourage business sustainability and also to explore ways to leverage Pittwater's unique environmental features.

3.3 Enhancing our Working & Learning (Economic)

The Economic Development Plan will assist to identify business-related actions and priorities for employment generation, training and learning opportunities which support aims contained in the Community Strategic Plan.

3.4 Leading an Effective & Collaborative Council (Governance)

The Economic Development Plan and planning process has identified opportunities for action, collaboration and partnerships across local and regional business communities.

3.5 Integrating our Built Environment (Infrastructure)

There are key economic development-related opportunities that support our built environment including working, living and investing in Pittwater.

4.0 EXECUTIVE SUMMARY

- #### **4.1**
- This first Draft Economic Development Plan presents Pittwater as having significant economic development-related strengths including a stable, highly skilled and educated workforce and a diverse economic base, supporting innovative micro, small to medium and some larger globally competitive businesses. Some emerging business opportunities include, implementing cost effective mentoring programs, face to face and web-based advisory sessions and fostering innovation and collaboration.

- 4.2 Future challenges relate to poor transport infrastructure and the provision of local jobs to match business expansion needs. There is also an urgent need for improved health and communications – related infrastructure investment to support the overall economic development of the region.
- 4.3 The Plan seeks to create an environment that promotes sustainable business growth, investment and employment generation and will integrate with regional and state initiatives, linked to Council's long-term goals, strategies and outcomes.
-

RECOMMENDATION

- 1 That Council note the development of the first Economic Development Plan 2012-2016 'Working locally - Connecting globally'.
- 2 That the Draft Plan (as tabled) be placed on public exhibition for a period of 28 days and a further report be presented to Council after this exhibition period.

Report prepared by

Paul William-Smith
Regional Economic Development Coordinator, Warringah and Pittwater Council

Lindsay Godfrey
MANAGER, COMMUNITY & LIBRARY

C8.2 Draft Pittwater Social Plan 2012-2016

Meeting: Community, Recreation & Economic
Development Committee

Date: 7 May 2012

STRATEGY: **Building Communities**

ACTION: Review Council's Social Plan

PURPOSE OF REPORT

To report on the development of the Draft Pittwater Social Plan 2012–2016 'Live, Connect, Participate'.

1.0 BACKGROUND

- 1.1 Within this year's Delivery Program and Budget there is an action to review and develop a new Social Plan for Pittwater. This report outlines the progress made in developing the new Social Plan 2012-2016 '*Live, Connect, Participate*'.
- 1.2 The purpose of a social plan is to describe the local community at a particular point in time, while identifying key social needs and priority areas. A social plan seeks to identify opportunities for action, collaboration and partnerships to meet the needs of the community. It aims to follow trends, monitor the social environment and understand the community to better allocate resources where most needed.
- 1.3 The Draft Plan acknowledges the strong connections the community has to the Pittwater area. It analyses a range of themes and concepts utilising key research and literature whilst providing an in-depth profile of the social environment of Pittwater. Key themes, priorities, challenges and opportunities are identified within the Draft Plan along with discussion points, all designed to; continue to guide conversations, develop partnerships, build capacity and allocate resources over the next four years.

2.0 ISSUES

2.1 The Draft Social Plan and the Integrated Planning and Reporting Context

- 2.1.1 The Social Plan will integrate into Council's overall planning and delivery process. Under the Local Government Act and Regulations separate Social Plans are not required with the introduction of the Integrated Planning and Reporting Framework. However, the expectation is that social planning will inform the community strategic planning process, as well as guide and assist Council to achieve the delivery of appropriate projects and programs.
- 2.1.2 The Draft Plan does not contain detailed recommendations or actions but highlights and identifies business related priorities, opportunities and challenges. Actions will be developed each year in Council's Annual Delivery Plan and Budget that respond to the issues identified in the Social Plan.

- 2.1.3 Pittwater's 2020 Community Strategic Plan articulates the community's vision and outlines five interlinked and interdependent key directions under which all planning will occur. The timing of this Social Plan has been designed to inform the first review of Pittwater's 2020 Community Strategic Plan in 2013.
- 2.1.4 The Social Plan is not a stand alone planning document; it will be a living document designed to be integrated within Council's reporting and planning processes, with actions identified through the Delivery Plan and Budget annually.
- 2.1.5 To keep the community informed and engaged with social issues and opportunities, an emerging issues paper will be developed each year, building on the Social Plan, with the aim to guide actions and continue to be responsive to social and community needs.



2.2 The Draft Social Plan Framework

- 2.2.1 The theme for this new Social Plan is 'Live, Connect, and Participate'. The social planning process aims has sought to enhance the liveability, strengthen connections and facilitate participation across the Pittwater community.
- 2.2.2 The Social Plan has been developed to provide the community with an important resource, which can be used to strengthen funding applications by local community providers to State and / or Federal Governments. The Social Plan also provides a key planning document designed to inform the first review of the 2020 Community Strategic Plan.
- 2.2.3 The Draft Social Plan consists of a number of elements, as outlined below:
- Executive Summary
 - Discussion Paper 1: Demographic Analysis of the Residential Role and Function of Pittwater

- Discussion Papers which identify themes, priorities, challenges and opportunities relating to the social environment in Pittwater. These papers are referred to as:
 - Discussion Paper 2: A Sense of Place
 - Discussion Paper 3: Social Cohesion – Connection and Participation
 - Discussion Paper 4: Our Community's Health and Wellbeing
 - Discussion Paper 5: The Importance of Social Infrastructure
 - Discussion Paper 6: Getting Around Pittwater – Our Transport Needs
 - Discussion Paper 7: Housing Choices
 - Discussion Paper 8: Sustaining a Vibrant Community

2.2.4 Unlike previous Social Plans presented to Council, this Social Plan 2012 – 2016 does not have detailed actions or recommendations contained within it. Rather, each year the Plan will be used to guide the development of actions and priorities in Council's four year Delivery Plan and Budget.

2.2.5 Once adopted, each year staff will develop an Emerging Issues Discussion Paper to ensure that the Social Plan remains dynamic and relevant to changing needs within the community.

2.3 **Community Engagement**

2.3.1 The community engagement strategy developed for this project was designed to ensure all identified stakeholders had the opportunity to provide input into the process. In addition opportunities were provided for the broader Pittwater community to make comment during the development of the plan.

2.3.2 In developing this Social Plan the key objectives of consultation were:-

- Develop an understanding of the needs of the Pittwater community.
- Explore social changes and trends occurring in Pittwater and beyond.
- Develop an understanding of assets (soft and hard) within Pittwater and the Region.
- Establish priority areas for discussion papers.
- Identify of the services, facilities and processes required to address the priority areas and meet the needs of the community.

2.3.3 The key methods of consultation used were as follows:

- Targeted interviews with service providers and target groups.
- Informal consultation carried out via general work practices of the Social Planning and Community Development Team.
- Focus groups with target populations.
- On-line surveys.
- Youth Forum.
- Youth consultations at schools.
- Workshops.
- Council's website.
- Local Media
- Community, Recreation and Economic Development Reference Group
- Pittwater Council Project Control Group Meetings
- February 2012 – Pittwater Report to all ratepayers, including two page article on the Plan inviting comment.

2.3.4 The Council's Social Planning and Community Development Team have existing relationships with a broad range of the community as part of on-going program / project delivery. The team participate and represent Council on a variety of working parties, interagencies and also through on-going targeted consultation strategies and general community contact. These existing relationships and modes of contact have been utilised to engage and gather rich data used to develop this plan.

2.4 Challenges and Opportunities identified in the Plan

Each of the Discussion Papers (2-8) identifies a number of key challenges and opportunities as well as further discussion points. These summaries will be used to guide the development of actions over the next 4 years responding to the social and community priorities of Pittwater.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

The Social Plan supports an integral process for identification of key social and community priorities.

3.2 Valuing & Caring for our Natural Environment (Environmental)

The Social Plan has examined the way in which the community identify and participates with Pittwater's natural environment.

3.3 Enhancing our Working & Learning (Economic)

The Social Plan will assist to identify training and learning priorities and opportunities for the community.

3.4 Leading an Effective & Collaborative Council (Governance)

The Social Planning process from development through to implementation has been and will continue to be a collaborative process with the community both locally and regionally.

3.5 Integrating our Built Environment (Infrastructure)

There are key social planning related opportunities that support our built environment particularly key social infrastructure including: our community centres, libraries and other community buildings.

4.0 EXECUTIVE SUMMARY

4.1 The Draft Social Plan presents the current social environment of Pittwater. The themes and priorities identified by the community have been presented in a series of Discussion Papers profiling key considerations under each themed paper. The draft Plan has been written with acknowledgment of the strong connections and high levels of participation that already occurs within the Pittwater community.

4.2 Key social considerations such as access to transport, health care and support services have been presented within the draft Plan along with future challenges such as housing affordability, youth engagement, social inclusion and cultural diversity.

- 4.3 As with Council's previous Social Plans this draft Plan has been developed to promote social justice and the interrelated principles of; equity, access, participation and rights.

RECOMMENDATION

1. That Council note the development of the Social Plan 2012-2016 '*Live, Connect, Participate*'.
2. That the Draft plan (as tabled) be placed on public exhibition for a period of 28 days and a further report be presented to Council after this exhibition period.

Report prepared by
Melinda Hewitt - Social, Community and Economic Coordinator

Lindsay Godfrey
MANAGER, COMMUNITY, LIBRARY & ECONOMIC DEVELOPMENT

C8.3 Police and Community Youth Club (PCYC)

Meeting: Community, Recreation & Economic
Development Committee

Date: 7 May 2012

STRATEGY: Building Communities

ACTION: Investigate the feasibility of a local Police and Community Youth Club

PURPOSE OF REPORT

To provide feedback to Council on the community engagement process during the development of an Expression of Interest for funding for a new PCYC. As well, provide feedback following the public exhibition of the initial concept plans for the PCYC at North Narrabeen Reserve.

1.0 BACKGROUND

1.1 At its meeting of 17 October, 2011, Council considered a report and a Preliminary Business case responding to the Expression of Interest (EoI) for funding of eight new PCYC's in NSW. Council resolved:-

- "1. That Council, having considered the information and evidence contained in this report and the attached Preliminary Business Case, continue to support the project to develop a Police and Community Youth Club (PCYC) at North Narrabeen Reserve.*
- 2. That, consistent with the Capital Expenditure Guidelines issued by the Division of Local Government, Council commence preparing a Capital Expenditure Review for the PCYC project.*
- 3. That Council place on Public Exhibition the Concept Plans as detailed in the attached Preliminary Business Case between November, 2011 and March, 2012 and that a report be brought back to Council at the conclusion of the exhibition period.*
- 4. That Council support the lodgement of a submission to the Expression of Interest from PCYC NSW for funding of a PCYC at North Narrabeen Reserve based on the attached Preliminary Business Case.*
- 5. That Council commits to expediting the implementation of the proposed PCYC should it be successful in securing a grant of \$2,500,000 from the State Government. Any future implementation of the project will be consistent with the timetable outlined in this report and the attached Preliminary Business Case."*

2.0 ISSUES

2.1 Pending decision from NSW State Government

- 2.1.1 At the time of writing this report, Council is yet to receive feedback from the NSW State Government and PCYC NSW on the status of Pittwater's Expression of Interest. The Expression of Interest process stated a decision would be made in early 2012.

2.2 Community Engagement in Preparation of the EoI

2.2.1 During the development of the Expression of Interest, extensive community engagement was undertaken. The concept of a PCYC for the Northern Beaches, to be located at North Narrabeen Reserve received overwhelming support.

2.2.2 Support letters for the project were received from the following:-

- All Northern Beaches State and Federal Members of Parliament
- Northern Beaches and Manly Local Area Commands
- Mayor of Manly
- Mayor of Warringah
- Department of Education
- Juvenile Justice
- Local School Principals
- Local Church leaders
- Local Sporting Groups
- Surf Life Saving Northern Beaches
- Prominent Community organisations on the Northern Beaches
- Avalon, Mona Vale and Narrabeen Chamber of Commerce

2.2.3 Some extracts from the support letters are listed below:

"I believe that a facility such as this is an excellent demonstration of local commitment to the Northern beaches young people and will have the potential for long lasting outcomes.

- The Hon. Bronwyn Bishop, MP, Federal Member for Mackellar

"I am delighted this proposal is being pursued and firmly believe in the beneficial objectives it aims to achieve for our community."

- Rob Stokes MP, Member for Pittwater

"This facility would allow students to utilise a safe and appealing 'designated space'; thus increasing access to agencies, police and other general health services and opportunities within our community."

- Ian Bowsher, Principal Barrenjoey High School

"As a psychologist and adolescent family therapist I fully support the funding application of a PCYC in Pittwater."

- Anita Vosper, Regional Manager, Relationships Australia

"Our church community recognises the potential benefit cal impact this initiative will have on the young people and indeed, the wider community of Pittwater and the Northern Beaches."

- The Rev. John S Reid, St Johns Mona Vale

"The PCYC is a fantastic community driven model which allows the community to play a role in its development and positioning within the community and as a network, we look forward with great interest in watching and supporting its development."

- Samantha King, Chairperson Peninsular Youth Services Inc

2.3 Public Exhibition of Concept Plans

2.3.1 As stated previously, Council resolved at its meeting on the 17 October 2011 to place the concept plans on public exhibition.

- 2.3.2 During the exhibition process from November 2011 to March 2012, a number of submissions were received in relation to the PCYC concept plans.
- 2.3.3 In summary, 23 submissions were received. All of the submissions were in support of action being taken to further meet the needs of young people within the area. The additional point made within all of the submissions was for Council to consider including a swimming pool within the design plans for a PCYC.
- 2.3.4 At its meeting on the 18 April 2011, Council considered a report which included a study undertaken by consultants; Sport and Leisure Solutions on the feasibility of an Aquatic Facility Development in Pittwater. Council resolved in part:

“That Council should not consider the development of an indoor aquatic centre until at least the end of the 2017 financial year.”

The inclusion of a pool within the proposed PCYC could not be fitted into the current building footprint and the funding of such a facility is not available. It is therefore recommended that no action taken on the suggestion to include a pool in the PCYC concept.

- 2.3.5 It is important to note the concept plans exhibited were developed for the purposes of the EoI process; as previously stated Council is currently awaiting a funding allocation decision by the State Government and PCYC NSW. Should Pittwater Council be successful in securing funding to progress the development of a PCYC it is expected that there will be another two clear stages of community engagement:

Stage 1: Public Exhibition of a revised Plan of Management for North Narrabeen Reserve.

Stage 2: Statutory Consultation during a future Development Application process.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

The proposed PCYC provides opportunities for young people to socialise and engage in positive supervised activities. It has the potential to be a significant regional youth facility and local community centre, providing a place for the whole of community to connect and engage. In addition, a PCYC facility offers a Police presence with the potential to positively strengthen the relationship between the community and Police.

3.2 Valuing & Caring for our Natural Environment (Environmental)

The proposed facility will be constructed so as to be Environmentally Sustainable as possible. The design and construction will examine reuse of stormwater, maximisation of natural light and ventilation, and generation of energy from the building utilising solar panels. The building will also utilise management systems to reduce energy usage and to minimise waste.

3.3 Enhancing our Working & Learning (Economic)

A Northern Beaches PCYC facility has the potential to create local employment and training opportunities. Spaces can be designed within the facility to accommodate a range of vocational training pathways.

3.4 **Leading an Effective & Collaborative Council (Governance)**

The collaboration between Council and key community organisations strengthens links between Council, community and youth agencies.

3.5 **Integrating our Built Environment (Infrastructure)**

The proposed PCYC has the potential to improve opportunities for young people participating in recreational activities, training opportunities and overall intergenerational engagement.

4.0 **EXECUTIVE SUMMARY**

4.1 In mid 2011, an announcement was made by the State Government of additional funding to help create eight new PCYC's across NSW. Pittwater Council responded to this opportunity by developing a comprehensive Preliminary Business Case and Expression of Interest, which was submitted to the State Government and PCYC NSW on 31 October 2011. During the development of the Expression of Interest, extensive community engagement was undertaken. The concept of a PCYC for the Northern Beaches, to be located at North Narrabeen Reserve received overwhelming support.

4.2 The concept plans for a PCYC to be located at North Narrabeen Reserve was placed on public exhibition from November 2011 to March 2012. In total 23 submissions were received, comments from these submission will be taken into account should this project progress. However the suggestion of including a swimming pool is not supported based on limited site conditions, financial viability and the previous resolution of Council on 18 April 2011 not to consider an indoor aquatic facility until the end of the 2017 financial year.

RECOMMENDATION

That the update on the progress of the Police and Community Youth Club (PCYC) project and related community consultation be noted.

Report prepared by
Melinda Hewitt - Social, Community & Economic Development Coordinator

Lindsay Godfrey
MANAGER, COMMUNITY, LIBRARY & ECONOMIC DEVELOPMENT

C8.4 Future of the Former Avalon Girl Guides Hall

Meeting: Community, Recreation & Economic
Development Committee

Date: 7 May 2012

STRATEGY: Building Communities

ACTION: Respond to a range of community, cultural and social needs.
Deliver a program of social and cultural planning projects and activities.

PURPOSE OF REPORT

To report to Council the viability of using the former Girl Guides Hall in Dunbar Park as a Men's Shed.

1.0 BACKGROUND

- 1.1 Council at its meeting of 20 June 2011 considered the results of an Expression of Interest (EOI) process relating to the potential future use of the former Girl Guides Hall.
- 1.2 Only two responses were received as a result of the process and neither was in the format contained in the issued documents. Both respondents acknowledged that their responses did not conform and reiterated their previous submissions on the issue and offered suggestions, comments and broad observations rather than concrete offers as requested in the EOI documents.
- 1.3 Council resolved to continue to liaise with the Clareville and Bilgola Plateau Residents Association Inc. (CABPRA) to determine if a Men's Shed was a viable future use of the former Girl Guides Hall and that staff report their findings back to Council. Furthermore, Council extended a moratorium on the demolition of the former Girl Guides Hall.

2.0 ISSUES

2.1 Men's Shed Overview

- 2.1.1 There are now over 500 Men's Sheds across Australia with in excess of 50,000 members.
- 2.1.2 A Men's Shed invites men 55+ to use a workshop equipped with electrical tools, hand tools and materials. It is supervised usually by volunteers with knowledge and training in the equipment. Some Men's Sheds take on community projects, others leave men to do their individual projects - or a combination of the two. There are Men's Sheds throughout NSW, many of which are now auspiced by Uniting Care Ageing who assist with things such as premises, expertise, funding applications and insurance.
- 2.1.3 On the Northern Beaches and in the greater Northern Sydney region there are a number of Men's Sheds currently operating, including:-
 - The Forest
 - Manly
 - St. Ives

- Lane Cove
- Hornsby
- Willoughby

- 2.1.4 A brief examination of The Forest Community Shed gives a further insight into how Men's Sheds operate.
- 2.1.5 The Forest Community Men's Shed provides a woodworking and hobbies workshop facility and 'drop-in centre' for retired and older aged men, where they can meet and socialise with other men and at the same time work on personal or community projects.
- 2.1.6 The Men's Shed has been established to provide a 'shed substitute' for retired men who may no longer have access to their own shed, garage or work-space they can call their own. "Every bloke needs a shed!".
- 2.1.7 Whether through down sizing of the family home or through other circumstances, retired men who no longer have access to their own 'special work area' can use the facilities of The Men's Shed and at the same time enjoy the company of other men and 'a cuppa' in the friendly and relaxed atmosphere created by blokes working shoulder-to-shoulder with other like-minded blokes.
- 2.1.8 Men's Shed members have access to an extensive range of woodworking tools and equipment that ordinarily may not be available to most hobbyists and handymen or to those with limited space. The workshop has been established and equipped under the guidance of a project steering committee comprising woodworking craftsmen, trade and engineering professionals and business managers.
- 2.1.9 The supervision of day-to-day activities is undertaken on a voluntary basis by a Shed Co-Ordinator in conjunction with Shed members who have been appointed as workshop supervisors. Overall management of The Men's Shed project is also undertaken on a voluntary basis by a management committee comprising Men's Shed members and representatives of the principal project sponsor.

2.2 **Review of the Men's Shed Concept**

- 2.2.1 Representatives from CABPRA have met with Council staff a number of times since last year to examine the potential viability of a Men's Shed in the former Girl Guides Hall. A number of key issues were identified in these earlier meetings which needed to be addressed, including:-
 - Capital funding required to refurbish and equip the building.
 - Recurrent funding.

2.3 **Capital Funding**

- 2.3.1 One of the key issues identified by Council staff and representatives of CABPRA was the need to identify a significant source of Capital Funding if the Hall was to be used as a Men's Shed.
- 2.3.2 As part of the original EOI process, Council's Building Services Team identified works estimated to cost approximately \$250,000 to bring the building up to an appropriate state to comply with Australian Standards.
- 2.3.3 In discussion with CABPRA, there was a possibility that volunteers could undertake some of this work, but due to the nature of the refurbishments, this was considered relatively small and that over \$200,000 would still need to be identified.

- 2.3.4 In addition, research into the Men's Shed model, including discussions with representatives of the Forest and St. Ives Sheds, suggest that the fit-out of a Shed could be in the vicinity of \$150,000 to \$250,000. A substantial portion of this could possibly be achieved through donations, but an allowance of at least \$100,000 would still probably need to be made.
- 2.3.5 In total, it seems that approximately \$300,000 plus would be required to establish the former Girl Guides Hall as a Men's Shed. This assumes significant volunteer support in helping to refurbish the building and also significant community support in donating money and equipment to fit-out the Shed.
- 2.3.6 A review of Council's finances and potential grant opportunities was undertaken to determine if there were available funds for the project. In addition to conducting an internal review, staff and CABPRA also approached the Local State Member, Rob Stokes, MP.
- 2.3.7 Unfortunately, the Local Member was unable to identify any significant funding. A review of Council's funds highlighted that Council was already committed to a number of projects which meant there was little or no funding available for a major refurbishment of the facility.
- 2.3.8 Since Council considered the EOI last year for the former Girl Guides Hall, the following projects have commenced or have been committed to:-
- Stage 1 of the refurbishment of the former Avalon Scout Hall has commenced.
 - Council has committed to the development of a Police and Community Youth Club.
- 2.3.9 Both of these are significant community facility projects and have required a commitment of significant funds.

2.4 Recurrent Funding

- 2.4.1 In reviewing the Men's Shed concept, it became clear that there were also potential challenges in making a Shed financially viable from a recurrent funding perspective.
- 2.4.2 A number of Sheds are supported financially by a sponsor organisation which is often a large not-for-profit organisation. These organisations often provide assistance with cost of insurance, maintenance of facilities and some other running costs.
- 2.4.3 Most Men's Sheds charge very little by the way of membership fees to the men using the facility. As a result, there is a heavy reliance on the sponsor organisation and donations/grants to meet the ongoing operating and fixed costs of the buildings used as the Shed.
- 2.4.4 Detailed research was not undertaken to identify if there would be potential sponsors willing to assist with an Avalon Men's Shed, but it is likely that given the building is a Council facility, that Council would assume this role.
- 2.4.5 Preliminary estimates of the operating costs for Council of an Avalon Men's Shed could be in the vicinity of \$20,000 to \$30,000 per year (including depreciation and maintenance). Some of this cost would be off-set by the future Men's Shed Committee attracting sponsorship or donations which could help off-set some of Council's costs.

2.5 Men's Shed Operational Considerations

- 2.5.1 There are a range of different models of how Men's Sheds operate. Most Men's Sheds have a Management Committee (volunteers) which oversee the operation of the Shed.
- 2.5.2 Through consultation it was also noted that there is a level of risk associated with volunteers overseeing the nature of the Men's Shed activities. Designated Management Committee volunteers are required to be present during all operating hours to oversee activities. These volunteer positions are also required to maintain and check all equipment before and after use.
- 2.5.3 It was also identified that there needs to good Succession Planning in place to ensure the ongoing function of a strong Volunteer Management Committee. As with many other senior interest groups and volunteer organisations, issues are experienced when any members move on or choose to stand down.

2.6 Access to Other Men's Shed and Other Social Interest Opportunities for Men

- 2.6.1 As previously mentioned, other Men's Sheds are operating across the Northern Beaches and greater Northern Sydney region. Pittwater residents are able to participate in their activities and include:-
- Northern Beaches Community Men's Shed - Manly.
 - Forest Community Men's Shed - Wesley Gardens, Belrose.
 - North Sydney Community Men's Shed.
 - Lane Cove Community Men's Shed.
 - Willoughby Community Men's Shed.
 - Ku-Ring-Gai Community Workshop "The Shed" - St. Ives.
- 2.6.2 There are also numerous other men's interest groups operating across the Northern Beaches. These include:-
- Forestville Woodworking Club.
 - Sydney Northern Beaches Wood Turners - North Narrabeen.
 - Peninsula Senior Citizens Toy Repair Group - Ingleside.
- 2.6.3 Other Opportunities for men only activities are provided by some Probus Groups. The "Time on Your Hands" resource was developed by the Northern Beaches Social Isolation Working Party and is a catalogue of activities for men over 65 on the Northern Beaches.

2.7 Conclusion of the Viability of a Men's Shed

- 2.7.1 After considering the concept of a Men's Shed in the former Avalon Girl Guides Hall it considered not to be a viable option for the following reasons:-
- a) Significant capital funding would be required of at least \$300,000 and possibly up to \$450,000. No sources of funding were identified that could cover these costs.
 - b) Without a major sponsor such as United Care Ageing the recurrent cost to Council could be in the vicinity of \$20,000 - \$30,000 p/a.

- c) There are significant work, health and safety concerns in managing and operating a Men's Shed. The current model that many Men's Shed operates under relies heavily on a small group of highly skilled and dedicated volunteers.
- d) Due to the nature of the activities undertaken in most Men's Sheds it is unlikely that the Hall would be suitable for any other use other than as a Men's Shed.
- e) There are a number of other Men's Shed or other men's activities operating on the Northern Beaches (or in Pittwater) that Pittwater men can access.

2.8 Alternate Uses for the Former Girl Guides Hall

2.8.1 During the EOI process there was a submission that the Hall be used for youth related purposes. At the time Council did not proceed with this option in part because of the following:-

- a) *Resolving to retain the former Scout Hall as a multi-purpose community facility which will be prioritised for youth activities.*
- b) *Prioritising Activity Room 1 at the Avalon Recreation Centre for youth activities.*
- c) *Adopting the Dunbar Park Plan of Management which includes creating an outdoor performance stage.*
- d) *Creation of a new not-for-profit youth activity fee for all community centres to encourage greater use by youth related organisations.*

2.8.2 Works are now almost complete on Stage 1 of the refurbishment of the former Scout Hall. Stage 2 of the refurbishment (proposed stage) is subject to further acoustic assessment and funding availability.

2.8.3 Since the consideration of the Expression of Interest in mid 2011 Council has also developed a proposal for a PCYC which would be a significant youth facility potentially addressing many of the issues and concerns raised by the Expression of Interest submission suggesting the Hall be used for youth related purposes.

2.8.4 Based on the above there is no real benefit in keeping the Hall for youth related purposes.

2.9 Way Forward

2.9.1 Having undertaken a public Expression of Interest process in 2011 and received only two submissions both of which did not conform, Council resolved to explore a preferred option of further investigating the potential of the Hall be used as a Men's Shed.

2.9.2 The results of these investigations indicate that a Men's Shed is not a viable option.

2.9.3 The original proposal in the Draft Plan of Management for Dunbar Park was to demolish the former Girl Guides Hall and keep and refurbish the former Scout Hall. There was significant community opposition to the demolition of the former Girl Guides Hall and in response Council placed a moratorium on its demolition. This moratorium was to allow the community and Council time to identify if there was any financially sustainable community uses for the building.

- 2.9.4 After a lengthy process it is now clear that the community in association with Council have been unable to identify any financially appropriate uses for the building. As a result Council should now proceed with its demolition and return the area occupied by the building to open space.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

An extensive process of consultation has occurred regarding the possible uses of the former Girl Guides Hall. The most recent option of a Men's Shed upon examination was deemed unviable.

3.2 Valuing & Caring for our Natural Environment (Environmental)

Given that no financially viable option for the building has been identified the building should now be demolished and the area it occupies returned as open space.

3.3 Enhancing our Working & Learning (Economic)

No direct impact.

3.4 Leading an Effective & Collaborative Council (Governance)

The use of Hall has been the subject of lengthy community consultation and engagement.

3.5 Integrating our Built Environment (Infrastructure)

The proposed demolition of the Hall is consistent with good asset management practices and highlights Council's commitment to developing and maintaining quality multi-purpose community facilities such as Avalon Recreation Centre and Newport Community Centre.

4.0 EXECUTIVE SUMMARY

- 4.1 The Men's Shed movement has grown significantly over the last five years across Australia with over 500 clubs now established. Within the Northern Sydney region there are currently six sheds operating.
- 4.2 After reviewing the Men's Shed model and discussing issues with representatives from CABPRA it is clear that a Men's Shed in the former Avalon Girl Guides Hall is not viable. Even allowing for significant volunteer contributions and donations the refurbishment and fit-out of the old hall would be in the vicinity of \$300,000 - \$450,000. In addition without a sponsor recurrent costs of operating the facility could be in the vicinity of \$20,000 - \$30,000 p/a.
- 4.3 Given Council's commitment to improving the former Avalon Scout Hall, the significant asset Council manages at Avalon Recreation Centre and the recent efforts to secure funding for a PCYC it is recommended that the former Avalon Girl Guides Hall be demolished.

RECOMMENDATION

1. That Council note the findings of this report that converting the former Girl Guides Hall into a Men's Shed is not viable.
2. That Council write to the Clareville and Bilgola Plateau Residents Association Inc. thanking them for their involvement in assessing the viability of a Men's Shed in the former Avalon Girl Guides Hall.
3. That Council lifts the moratorium on demolishing the former Girl Guides Hall at Avalon and proceed to demolish the Hall with the area occupied by the building to be reinstated as open space.

Report prepared by

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Natural Environment Committee

9.0 Natural Environment Committee Business

C9.1	Sand Point Boat Ramp Climate Change Impact Assessment Public Exhibition and Recommendations
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Meeting: Natural Environment Committee Meeting **Date:** 7 May 2012

STRATEGY: **Recreational Management Strategy**
Beach & Coastal Management Strategy
Risk Management Coordination Strategy

ACTION: Maintain and service recreational facilities. Upgrade recreational facilities
Maintain and service beach, coastal and estuary facilities. Upgrade beach,
coastal and estuary facilities.
Incorporate the principles of sustainability and consider the impacts of climate
change and sea level rise

PURPOSE OF REPORT

To report to Council the outcomes of the public exhibition for the Sand Point Boat Ramp Climate Change Impact Assessment study and seek Council's endorsement of staff recommendations.

1.0 BACKGROUND

- 1.1 Pittwater Council adopted the Woorak Reserve, Iluka Park and Sand Point Lane, Palm Beach Plan of Management in April 2010 (Woorak PoM). The goal for Woorak Reserve, Iluka Park and Sand Point Lane is to create a cohesive parkland that maintains and improves its integrity as part of the local open green space network, adhering to ecologically sustainable development principles, while providing reasonable facilities for local boating and maintaining the existing amenity of the residential area and community open space.

The Woorak PoM recommended an environmental assessment be undertaken to determine the effects of enlarging or extending the Sand Point boat ramp, with particular regard to erosion of the beach, long shore drift, sand movements and the effect on the marine environment.

- 1.2 In August 2010, Pittwater Council engaged NSW Public Works Manly Hydraulics Laboratory (MHL) to undertake the assessment, including an assessment of the beaches response to high sea levels and potential disturbances to the littoral sand budget as well as potential impacts upon near-shore seagrass meadows and fish assemblages. The project, entitled the Sand Point Boat Ramp Climate Change Impact Assessment, is hereon referred to as the Study.

Council received the draft Study in February 2012 and it identifies and evaluates three future management options for the boat ramp:

- Option 1 – 'Do Nothing' with minor repairs to the edges and toe of the ramp, associated ongoing maintenance costs & changing serviceability with sea level rise.
- Option 2 – Minor repairs to the edges of the ramp and an extension of the toe depth of the boat ramp from +0.3m Australian Height Datum (AHD) to -0.2m AHD and extension of the length of the boat 3m seaward.

- Option 3 – Reconstruction of a new bitumen and concrete boat ramp extending the depth of the toe to -0.2m AHD on an improved slope that extends the length of the boat ramp by 6.5m seaward.

The Study recommends Option 2, which extends the toe of the existing boat ramp from +0.3 mAHd to -0.2 mAHd as the most likely preferred option; "It provides the least cost option to improve the serviceability of the existing ramp and provides improved structural stability with minimal impact on seagrasses and the coastal processes."

- 1.3 Councillors were notified on 03 February 2012 that the Study was going to be placed on public exhibition for twenty eight (28) days commencing 21 February 2012 and finishing 19 March 2012. During this time copies of the Study were available on Council's website and at customer service centres in Avalon and Mona Vale. The Study was advertised during the exhibition period as follows:

- Manly Daily Advertisement 03 February.
- Media Release 8 February.

- 1.4 A community working group meeting was held on Wednesday, 22 February 2012 at Avalon Recreation Centre, commencing at 6:30 pm. This meeting was facilitated by MHL staff who presented the three options. There were a total of 27 key stakeholders at the meeting as well as 2 Councillors, 4 MHL staff and 6 Council staff.

In order to achieve the outcomes of the workshop, the workshop was formatted with tables of 6-8 people. The key stakeholders were categorised as either residents or ramp users. Each table had a mix of each category and a Council staff representative to take notes. All the questions and concerns from each table were recorded and MHL provided a summary report of the community workshop, see **Attachment 1**.

2.0 ISSUES

- 2.1 During the public exhibition period Council received 13 submissions. A range of issues were raised in relation to safety, parking, traffic congestion and environmental impacts. The submissions were categorised as either 'Resident' or 'Boat Owner'. Residents are the people living in the vicinity of the boat ramp and the Boat Owners represent the individuals and groups that use the boat ramp e.g. sailing clubs, recreational fishermen. **Attachment 2** is a breakdown of the individual concerns raised in each submission and **Table 1** is a summary of these key concerns raised.

Table 1 - Key issues arising from the draft Interim Report

Stakeholder	Issue	Response summary
Resident	Traffic - the recent upgrade of Woorak Reserve to provide parking for boat trailers has resulted in alienation of the parkland	Other than during the Christmas Holiday periods and weekends Woorak Reserve is predominantly empty of vehicles. As part of the recent upgrade the open space recreational area has been increased.
Resident	Traffic – policing of the boat ramp is required	Council rangers have been requested to include Sand Point Lane in the patrol routes to enforce the local regulations.
Resident Boat Owner	Traffic - increasing the serviceability of the ramp will result in a need to increase parking in the area which is already an issue.	The use of Woorak Reserve will be controlled through time limit regulated parking similar to Rowland Reserve to reduce incentive for preferential use of Sand Point Lane. The recent upgrade of Woorak Reserve and the planned upgrade of Iluka Park in July 2012 will maximise available parking.

Stakeholder	Issue	Response summary
Resident	Safety - residents are concerned for the safety of young children and the elderly from watercraft and vehicles when accessing Sand Point Beach and when swimming in the beach	Council staff to discuss this issue with NSW Roads and Maritime Services (RMS)
Resident	Safety – Erosion caused by the boat ramp reduces the safety and amenity of the beach for general use	The Study found that the current ramp is not causing beach erosion. The movement of sand at Sand Point Beach is consistent with recorded erosion volumes at other similar embayed beaches.
Resident Boat Owner	Safety - trailers bog and sometimes submerge as the ramp does not extend sufficiently seaward for low tide launching.	Vehicles may continue to bog on low to mid tides.
Resident	Environment - Any extension of the ramp would disrupt the natural flows and be a waste of money	The Study indicates that extending the toe of the ramp would have no significant adverse impact on the coastal processes and the existing seagrass beds.
Resident	Environment – residents raised concern about proliferation and visual impact of regulatory signage.	Council will look into rationalising the signage in Woorak Reserve.
Resident	Environment - Sand Point Beach is a beautiful, safe, clean and peaceful beach. Any enlargement of the ramp will have negative environmental effects to the beach.	The purpose of the Study was to investigate the environmental impacts of extending or enlarging the boat. All 3 options presented minor impacts the seagrasses.
Resident	Environment - Propeller wash from barges has created deep pools off the shoreline and shifted sand onto the seagrasses in the north-west	Council staff to discuss this issue with NSW Roads and Maritime Services (RMS)
Resident Boat Owner	Environment - Noise pollution generated by the ramp and road use is an issue for the residents including late at night.	The boat ramp has been used for launching vessels since at least the 1960's.
Resident Boat Owner	Serviceability - the ramp in its current condition is unsafe	There is evidence of undermining of the toe and edges of the boat ramp due to a lack of adequate armouring and the limited seaward extent of the toe. Each option addresses the repair and armouring of the edges and toe.
Resident Boat Owner	Serviceability – responses recognised that extending the ramp will improve the range of conditions to launch and use the ramp.	Noted. All options presented in the Study will improve the serviceability of the ramp. Option 2 and 3 extend the toe depth which will reduce bogging of vehicles and watercraft at mid-low tide.
Resident	Serviceability – concerns that improving the serviceability of the boat ramp will attract larger vessels for which the ramp is not designed.	Dual axle trailers and vehicles with a gross vehicle mass exceeding 3 tonnes are prohibited from using the ramp

2.2 Traffic and Parking

Local property owners conveyed their frustration with traffic and parking congestion around the Sand Point boat ramp. There was considerable objection to improving the serviceability of the boat ramp as it would result in additional traffic to an area that already experiences traffic congestion during peak periods. Therefore increasing the serviceability of the boat ramp may increase likelihood of traffic queuing along Iluka Road in peak periods which will impact on the local traffic.

There was mention of the boat ramp being responsible for the recent works in Iluka Park which were described as resulting in alienation of the parkland and reducing the natural character of the area. The recent upgrade of Woorak Reserve has not increased the available parking and other than during the Christmas Holiday periods and weekends Woorak Reserve is predominantly empty of vehicles.

Parking is integrated into the character of the reserve by utilising low key surface materials for the parking areas. Parking is managed to cater for peak and holiday seasons, with additional areas being opened as dictated by demand and management/maintenance requirements.

- Parking is provided for 31 cars (along the Iluka Road and Woorak Road frontages).
- 32 spaces are provided for car and trailer parking within the reserve.
- Parking will be subject to a pay and display system similar to Rowland Reserve where fees apply at all times and parking for up to 7 days is available. Pittwater residents will be exempt upon purchase of an annual pass from Council specific to Woorak Reserve.
- Registered community groups and clubs, with a history of using the boat ramp, may apply to the General Manager for consideration of concessional parking permits.
- Council rangers will include the reserve in patrol routes to enforce the local regulations.

2.3 Serviceability

This facility is not designed for heavy craft or commercial operations. It is a small local facility not a regional commercial facility. The appropriate launching facility for commercial vessels is located at Rowland Reserve, Bayview, and large vessel are actively discouraged from using Sand Point boat ramp through the use of regulatory signage, load limits and enforcement.

Both residents and boat ramp users perceive that any improvements to the ramp beyond Options 1 (minimal repairs) would attract more boat ramp users to the facility, increasing the use of the ramp, increasing the waiting time to launch and reducing the availability of parking to ramp users and residents. The majority of users are satisfied with the current ramp structure/configuration subject to the armouring repairs and edge protection.

2.5 Safety and the Environment

Historically the Sand Point Lane was provided to allow public access between the private water front lots to the beach front. The ramp was installed to facilitate launching of small dinghies and sailing craft. It has been used by pedestrians and for the launching of small craft for many years. Residents are concerned for the safety of the elderly, young children and pedestrians when accessing the beach and whilst swimming in the vicinity of the boat ramp. On occasions vessels travel quickly through the water and may not be aware of the location of swimmers. Council staff will contact NSW Roads and Maritime Services (RMS) to discuss options for improving the safety of both beach and boat ramp users.

There is also concern from both residents and ramp users of the condition of the ramps edges. All three options proposed in the Study address the armouring of the ramp edges to prevent undermining and erosion.

There was a common message from residents that Sand Point beach is a beautiful, clean beach valued by the community. There were concerns raised about the hours of operation of the boat ramp and noise pollution generated by the boat ramp. It was clearly expressed that any enlargement or extension of the ramp would reduce the environmental quality of the area and increase noise pollution.

2.6 Summary of Options

Table 2 is extracted directly from the Study and highlights the advantages and disadvantages of each option in terms of the environmental assessment undertaken. The table indicates there is no environmental advantage to extending or enlarging the boat ramp. The main advantage of Options 2 and 3 are they improve serviceability. This advantage conflicts with the general consensus of community feedback during the public exhibition period and the community workshop which preferred Option 1 in order to retain the existing serviceability demand.

Table 2 – Advantages and Disadvantages Summary of each Option

	Advantage	Disadvantage
Option 1	<ol style="list-style-type: none"> 1. The existing ramp crest at RL 2 m AHD is acceptable. The Guidelines slope is between 1:7 and 1:9 (vertical:horizontal). The existing ramp is sloped at 1:9 to 1:10 which is acceptable. 2. Does not affect beach width on either side of the ramp. 3. The influence on the seagrass beds would remain unchanged. 4. Least capital cost option (\$15,000). 	<ol style="list-style-type: none"> 1. The bottom of the existing ramp terminates at RL +0.3 m AHD which is not acceptable. At mid-low tide vehicles must drive off the end of the ramp and over sand, making launching difficult and causing damage to surrounding seagrass meadows. 2. Serviceability of the ramp will be further reduced by expected ongoing beach accretion, although this may be mitigated by expected sea level rise. 3. From recent air photos it seems that the existing edge is damaged frequently by vehicles and or wave and tide action. 4. Existing ramp has an ill-defined design life and undetermined maintenance costs.
Option 2	<ol style="list-style-type: none"> 1. The extended toe to -0.2 m AHD would improve serviceability, particularly at low tide and mitigate reduced serviceability expected from ongoing beach accretion; 2. Ramp serviceability at low tide would be further improved by sea level rise. 3. Improved containment of launching activities with expected reduced relative impacts on seagrasses relative to Option1. 4. Less damage to seagrasses due to reduced seaward extent of the hardstand area. 5. Second least capital cost option (\$60,000) 	<ol style="list-style-type: none"> 1. Does not conform to Guideline toe depth, with some reduction in serviceability during lower tides and/or for launching larger vessels. 2. Despite repairs, the existing ramp has an ill-defined design life and associated undetermined maintenance costs.

	Advantage	Disadvantage
Option 3	<ol style="list-style-type: none"> 1. Includes tractive surfacing to the ramp with bitumen above +1.0 m AHD and spaced precast concrete planks chained together between 1.0 m AHD and -0.2 m AHD 2. Improved serviceability at low tide with extended toe depth to -0.2 m AHD to mitigate expected reduced serviceability from ongoing beach accretion. 3. Ramp serviceability at low tide would be further improved by sea level rise. 4. Improved slope and best overall serviceability under all wave and water level conditions 5. Engineered design with a stipulated design life and predictable maintenance costs 	<ol style="list-style-type: none"> 1. The site cannot comply fully with Guidelines as a toe at -1.4 m AHD would become buried at this site without regular dredging. 2. A new boat ramp may result in greater usage which in turn may impinge on the usage of the beach by bathers. 3. Likely to have most detrimental impact on seagrasses, with complete new construction and maximum seaward extent of all options. 4. Highest capital cost option (\$200,000).

2.7 Recommended Option

The public exhibition period and community workshop allowed stakeholders to express their issues, concerns and preferences regarding the three options for Sand Point boat ramp presented in the Study. The majority of stakeholders expressed a preference for Option 1 to repair the existing ramp and make it safer to use whilst not encouraging more use of the ramp which would result in social, traffic and parking impacts on the local community.

3.0 SUSTAINABILITY ASSESSMENT – BASED ON OPTION 1

3.1 Supporting & Connecting our Community (Social)

- 3.1.1 The Pittwater Community and visitors value various aspects of the Sand Point boat ramp and beach for differing reasons. There are two distinct groups of stakeholders whose values and issues vary: residents and boat owners. Council undertook community consultation and public exhibition of the Study to identify the community's issues with each option presented in the Study in order resolve a preferred option.
- 3.1.2 Option 1 supports the majority of the community's desire to maintain the existing serviceability and character of the ramp whilst repairing the structure and making the facility safer.

3.2 Valuing & Caring for our Natural Environment (Environmental)

- 3.2.1 Council engaged MHL to undertake the Study to assess the environmental impact, including climate change projections, of the options to repair the existing ramp or extend the ramp. The results of the Study indicated that there is minimal impact to the coastal processes from the existing ramp but the ramp has contributed to damage to seagrass beds directly in front of the ramp due to unrestricted boat and trailer access beyond the ramp. Continuing with the status quo, Option 1 will not increase the impact on the seagrass beds.

- 3.2.2 Other environmental impacts such as traffic, parking and noise generated by the use of the ramp are an issue for residents during peak periods. The boat ramp, however has been used for launching vessels since the 1960's. Residents and boat owners support Option 1 as it does not intensify the parking, traffic and noise impacts.
- 3.2.3 Council will be introducing specific parking and boat ramp usage arrangements to regulate parking and ensure there is no preference to the use of Sand Point Lane over other boat ramps. Council rangers will include Sand Point Lane in patrols to enforce the regulations.
- 3.3 **Enhancing our Working & Learning (Economic)**
 - 3.3.1 The Study was intended to facilitate Council's objective to improve the Sand Point Lane boat ramp in a manner that is sympathetic to the existing residential amenity and appropriate in scale and function for a local residential precinct.
 - 3.3.2 Option 2 was recommended by the Study based on the relative advantages of its structural integrity and impacts on coastal process and foreshore habitats. The community believed Option 2 would improve serviceability and generate more traffic and parking issues in a residential area that cannot support these additional demands. Therefore Option 1 was the preferred option by the majority of the stakeholders.
- 3.4 **Leading an Effective & Collaborative Council (Governance)**
 - 3.4.1 The Study was undertaken following a recommendation from the adopted Woorak Reserve, Iluka Park and Sand Point Lane, Palm Beach Plan of Management (2010). The next stage of this project would be for Council obtain quotes for the design and construction of Option 1 with an estimated capital cost of \$15,000. Council will apply for grant funding assistance for the project through NSW Roads and Maritime Services (RMS) better boating program.
- 3.5 **Integrating our Built Environment (Infrastructure)**
 - 3.5.1 The Study assists Council in understanding the environmental impact of the proposed options for improving the Sand Point Lane boat ramp facility. It provides concept designs, estimated capital costs and comments on the design life of the various options.
 - 3.5.2 The existing boat ramp structure has an undetermined asset life and consequently the preferred Option 1 which relies on the status quo with minor repairs has an undetermined asset life. The proposed works in Option 1, whilst not meeting the boat ramp guidelines, will however protect the existing structure from further undermining and erosion whilst improving the safety and amenity of the site thus prolonging the life of a valued recreational access to the Pittwater Estuary. Ongoing maintenance and repairs will be required to keep the boat ramp at that standard.

4.0 EXECUTIVE SUMMARY

- 4.1 The adopted Woorak Reserve, Iluka Park and Sand Point Lane, Palm Beach Plan of Management (April 2010) recommended an environmental assessment be undertaken to determine the effects of enlarging or extending the Sand Point boat ramp, with particular regard to erosion of the beach, long shore drift, sand movements and the effect on the marine environment.

- 4.2 NSW Public Works Manly Hydraulics Laboratory (MHL) completed the Study entitled the Sand Point Boat Ramp Climate Change Impact Assessment and evaluated the following three options:
- Option 1 – ‘Do Nothing’ with minor repairs to the edges and toe of the ramp, associated ongoing maintenance costs & changing serviceability with sea level rise.
 - Option 2 – Minor repairs to the edges of the ramp and an extension of the toe depth of the boat ramp from +0.3m Australian Height Datum (AHD) to -0.2m AHD and extension of the length of the boat 3m seaward.
 - Option 3 – Reconstruction of a new bitumen and concrete boat ramp extending the depth of the toe to -0.2m AHD on an improved slope that extends the length of the boat ramp by 6.5m seaward.
- 4.3 The Study was placed on public exhibition for twenty eight (28) days commencing 21 February 2012 and finishing 19 March 2012. Local Residents and registered boating groups were invited to a community workshop that was conducted by Council and MHL.
- 4.4 The Study recommended Option 2 based on its improved serviceability and minimal environmental impact.
- 4.5 The general consensus from the public exhibition submissions and the community workshop was a preference for Option 1 to repair the existing ramp and make it safer to use but not encourage more use of the ramp due to social, traffic and parking impacts on the local community.
-

RECOMMENDATION

1. That the Sand Point Boat Ramp Climate Change Impact Assessment prepared by NSW Public Works Manly Hydraulics Laboratory (**as tabled**) be acknowledged.
2. That Option 1 of the Sand Point Boat Ramp Climate Change Impact Assessment, ie carry out minor repairs to the edges and toe of the ramp with ongoing maintenance to keep in a serviceable condition, be endorsed by Council.

Report prepared by
Janell Keegan, Climate Change Adaptation Officer

Les Munn
MANAGER, RESERVES, RECREATION AND BUILDING SERVICES

Community Workshop

Held 22nd February 2012, from 6:30 – 8:45pm, at the Avalon Recreation Centre

Attendance

1. The Mayor Cr Harvey Rose and Councillor Bob Grace attended. (Councillors Rose and Grace left at 7:30pm to attend another function).
2. 27 residents and stakeholders attended.
3. Ed Couriel (Principal Engineer) and Indra Jayewarden (Senior Engineer) together with Erica Griffiths (Facilitator), attended from the NSW Public Works Manly Hydraulics Laboratory.
4. The following Council staff attended: Janell Keegan (Climate Change Adaptation Officer), Les Munn (Manager Reserves, Recreation & Building Services), Steven Lawler (Principal Officer – Reserves and Recreation), Paul Hardie (Principal Officer – Coast & Estuaries), Jane Mulroney (Community Engagement Officer), Phil Gray (Landscape Architect).

Workshop Process

The workshop commenced at 6:45 with a welcome and explanation of the evening's proceedings. The two main aims of the Workshop were to:

1. launch the public consultation period on the Sand Point Boat Ramp project; and
2. to work with the community, asking them to assist Council in identifying a preferred option for the future management of the Ramp.

The welcome and overview was followed by 30 minutes of detailed presentations by Ed Couriel - on the 3 options investigated in the NSW Public Works Manly Hydraulics Laboratory's Interim Report – *Sand Point Beach Boat Ramp: Draft Climate Change Impact Assessment*.

This was followed by about 20 minutes of questions and general discussion, with an additional 30 minutes of small group discussions at each of the five tables, led by a Council staff facilitator.

Each table was asked to list the advantages and disadvantages for each of the 3 options and to select a preferred option to report back to the group.

Each table facilitator then presented a summary of their discussion and recommendations back to the whole group.

Overview of the 3 Options

Option 1 – Maintain the existing boat ramp with minor repairs

Option 2 – Carry out minor repairs to the existing boat ramp and extend the toe into deeper water; and

Option 3 – Construct a new concrete boat ramp.

Summary of Discussion and Recommendations

OPTION 1 - Maintain The Existing Boat Ramp With Minor Repairs.	
Advantages	<p>Local residents and Palm Beach Sailing Club make good use of access along beach.</p> <p>Keeps it simple, doesn't encourage extra usage. Keeps it low key.</p> <p>Keeps numbers down, allows quicker access times.</p> <p>Discourages inappropriate use. Discourages larger boats from using the ramp (would prefer boats launching at North Palm Beach).</p>
Disadvantages	<p>Vehicles bog regularly.</p> <p>Continues to promote noise (24/7).</p> <p>Assumes 60% of users are not local.</p> <p>Doesn't allow 2WD vehicles.</p> <p>Requires more maintenance.</p> <p>Ramp is dangerous and requires repair.</p> <p>Prevents 2WD vehicles using ramp and forces users to drive to Bayview.</p>
OPTION 2 - Carry Out Minor Repairs To The Existing Boat Ramp And Extend The Toe Into Deeper Water	
Advantages	<p>3 metres will protect seagrass, but will be useless unless policed.</p> <p>Hopefully will add 20 years life to maintenance.</p>
Disadvantages	<p>Little gain from Option 1.</p> <p>Does not address access to boat ramp and parking.</p> <p>Bollards extend too far seaward. Feel that bollards will cause more problems.</p> <p>Does not assess potential increase in use of ramp.</p> <p>Will require maintenance costs.</p> <p>Extending the ramp does not have a positive benefit for the sailing club.</p>
OPTION 3. - Construct A New Concrete Boat Ramp	
Advantages	<p>Would improve access and make landing faster and easier.</p>
Disadvantages	<p>No merit. Will get oversized vehicles. Will influence the types of boats using the ramp.</p> <p>Does not address access to boat ramp and parking.</p> <p>Bollards extend too far seaward.</p> <p>Does not assess potential increase in the use of ramp.</p> <p>Larger boats / barges may be attracted if ramp is extended to this extent.</p>

ALTERNATIVE Options and OTHER Suggestions / Issues

All options looked at the ramp in isolation – need to consider many other things, such as:

Traffic Management - including lack of parking, lack of pedestrian access, safety concerns due to shared usage of access, don't want traffic to be increased, need parking for crowds, prefer better parking;

Environmental Aspects - including noise (particularly at night), visual pollution, stormwater runoff and erosion of beach;

Social Impacts- including supervision of children at the beach, the need to maintain beach as an attractive swimming location, would like to see recreation facilities rather than boat ramp; and

Boating Impacts – including barge usage of the ramp, speed of some boats, PWC are a problem – they roar up onto beach.

Need to look at **alternative sites** for a boat ramp. Need an alternative ramp in northern Pittwater. What about use of the ramp to the south-east?

Lack of enforcement of illegal activities. Policing is an issue.

Suggestion for a time limited use of the ramp – with a gate across the laneway. Time limits for usage – not at 3am. Would like parking rules enforced near ramp.

Dogs are a problem.

Noise is an issue. Maybe a curfew is needed or a 'code of conduct'.

Approval process should be independent of Council – conflict of interests.

More appropriate signage is required – user friendly (for all users). No swimming signs needed near ramp.

Education needed to address user conflicts and lack of understanding of ramp use.

Bollards are difficult to see – need colour or lights. No extension of bollards needed. Need to watch where bollards go – don't need to go further than where they are now.

Feel that bollards will cause more problems.

Would like to see \$s spent elsewhere.

Would not like to see **ramp** extended beyond where it is now.

Don't want to reduce the width of the ramp. This would cause traffic congestion.

Parking Space Issues

Two additional issues posted onto the 'Parking Space', were:

1. *"Is there a study about whether the boat ramp users are local or out of the area as this influence decisions regarding Option 3"?* and
2. Problem with boat trailers in Iluka Rd, locked wheels for days at a time to beat the cost (\$) of parking at Iluka Park.

INDIVIDUAL COMMENTS AND COUNCIL RESPONSE

Stakeholder Group	Issue / Comment	Action / Response
Resident	The Study has not considered matters such as increase usage, parking problems, safety issues, noise impacts, visual pollution	The boat ramp has been used for launching vessels since at least the 1960's. Use of the reserve will be controlled through time limit regulated parking similar to Rowland reserve to reduce incentive for preferential use of Sand Point Lane. Regulatory signage limits the size of boats permitted to use the ramp.
	The Study has not considered increasing effects of propeller wash from ever increasing barge usage at the ramp	Commercial operators are not permitted to operate out of the ramp. Council rangers have been requested to increase patrols of the boat ramp. Council staff to discuss this issue with NSW Roads and Maritime Services (RMS)
	The Study has not considered the erosion effects of stormwater runoff from the access-way on the near ramp area.	Due to the composition and structure of the sandy soils, and the level nature of the topography, storm water quickly soaks back into the soil without creating erosion issues.
	Majority of the workshop in favour of Option1	Noted
	Council needs to invest in an alternate ramp site, bearing in mind waves can be as high as 0.7m AHD	Council Staff to investigate opportunities for grant funding to carry out a study to identify potential locations for alternative boat launching ramps.
	Lack of policing / enforcement	Council rangers have been requested to increase patrols of the boat ramp.
Resident	Recent work on Woorak Reserve to provide parking for boat trailers has resulted in alienation of the parkland and increase traffic intensity on a previously quiet street	Other than during the Christmas Holiday periods and weekends Woorak Reserve is predominantly empty of vehicles. As part of the recent upgrade the open space recreational area has been increased.
	Increased parking facilities together with an upgraded boat ramp will result in reduced safety for swimmers and pedestrians	The recent upgrade of Woorak Reserve has not increased the available parking. Boats and swimmers share the subject area with boats manoeuvring around the swimmers however Council staff are to discuss this issue with NSW Roads and Maritime Services (RMS)
	Concern about pollutants in the air and water from tyres, diesel, petrol and craft being towed into and out of the water.	Acknowledged.
Boating Owner	Comments regarding Option 3: - Insufficient research into residents complaints of noise, speeding cars, speeding boats, loss of amenity and reduced safety to make an assessment - the problems expressed by resident are more likely to be alleviated by improving the facility	The boat ramp has been used for launching vessels since at least the 1960's. Council undertook a thorough community consultation process during the preparation and development of the PoM that allowed residents and boat owners to express their particular thoughts, visions and needs for consideration for the future of the area.
	Concerned that the community consultation process has not adequately consulted Pittwater boat owners	Council advertised on its website, the Manly Daily and an invitation letter was posted to the local residents and registered boating groups.
Boating Owner	Believe Council has a duty of care to prevent vehicle bogging on the boat ramp	Noted.

Stakeholder Group	Issue / Comment	Action / Response
	Council and the boating groups should work together in applying for grant funding (NSW Maritime) to construct a new boat ramp north of Bilgola.	Noted. Council will apply for grant funding for any works it plans to undertake to upgrade the ramp.
	Access to the water should be shared fairly and equitably	Council staff to discuss with NSW Roads and Maritime (RMS) this issue of boats entering and exiting the ramp and conflicting with swimmers
	One of the most difficult ramps in Sydney to use with difficult manoeuvring and a long reverse.	Noted. Option 3 would improve serviceability and optimise space.
	Ramp currently has sufficient restrictions to limit access and satisfy resident complaints.	Noted.
Boating Owner	Support Option 1 to make the existing ramp safer	Noted.
	Would consider Option 2 & 3 if a traffic management study is completed that considers potential ramp use increases	The use of Woorak Reserve will be controlled through time limit regulated parking similar to Rowland Reserve to reduce incentive for preferential use of Sand Point Lane. The recent upgrade of Woorak Reserve and the planned upgrade of Iluka Park in July 2012 will maximise available parking.
Resident	Support Option 1 to maintain the current ramp	Noted.
	Any extension to the ramp will increase the usage and increase parking issues.	Noted.
	Request to remove commercial operators from using the ramp on weekends due to parking and access congestion	Dual axle trailers and vehicles with a gross vehicle mass exceeding 3 tonnes are prohibited from using the ramp
	Apply for grant money to construct a turning circle at the seaward end of the lane.	Council will apply for grant funding for any works it plans to undertake to upgrade the ramp.
Resident	Sand Point Beach is not prone to erosion but is steadily filling with sand	Noted.
	Sand Point Beach is one of the most popular swimming beaches in Pittwater with a Kindergarten adjacent, extensive parking and toilet facilities.	Noted.
	Suggest boats approach and leave the ramp at right angles to the beach until the mooring is reached, rather than going through the swimming area.	Council to discuss this option with NSW Roads and Maritime Services (RMS).
Resident	The ramp in its current state is unsafe	There is evidence of undermining of the edges and toe of the boat ramp due to a lack of adequate armouring and limited seaward extent of the toe. Repair and armouring of the existing boat ramp edges and toe is addressed in each option presented in the Study
	Council has a duty of care to provide a safe and efficient facility	Acknowledged
	Trailers bog and sometimes submerge as the ramp does not extend sufficiently seaward for low tide launching.	Noted.

Stakeholder Group	Issue / Comment	Action / Response
	There is a need for additional public boat ramps in the northern areas of Pittwater	Woorak PoM recommends investigating the potential to increase the number of access points for boats to Pittwater. Council staff to look into undertaking a study of this.
	At a minimum, Council should upgrade the ramp to Option 2 to improve launching at low tide and improve ramp safety	Noted. Option 2 would improve serviceability and stability of the ramp.
	Council currently restrict parking and are intending to install parking meters	The use of Woorak Reserve will be controlled through time limit regulated parking similar to Rowland Reserve to reduce incentive for preferential use of Sand Point Lane.
Boat Owner	Support Option 3 to improve safety, effectiveness and efficiency of launching and prevent vehicles bogging	Noted. Option 3 would improve serviceability and optimise space.
Resident	The ramp in its current state is unsafe, in need of repair and at capacity on a summer weekend.	There is evidence of undermining of the edges and toe of the boat ramp due to a lack of adequate armouring. Repairing and armouring of the existing boat ramp edges and toe is addressed in each option presented in the Study.
	There is adequate ramp to launch at low tide therefore no need to extend the toe in depth or seaward	Noted.
	Any extension of the ramp would disrupt the natural flows and be a waste of money	The Study indicates that extending the toe of the ramp would have no significant adverse impact on the coastal processes and minimised impact on the existing seagrass beds.
	Concern about proliferation and visual impact of regulatory signage.	Council will look into rationalising the signage in Woorak Reserve.
Boat Owner	There is a need for additional public boat ramps in the northern areas of Pittwater and it is Council's responsibility to provide these amenities	Woorak PoM recommends investigating the potential to increase the number of access points for boats to Pittwater. Council staff to look into undertaking a study of this.
	Bayview boat ramp is a useful facility in all weather conditions, tide conditions and for a diversity of craft and vehicles	Noted.
	Extending the ramp will improve the range of conditions to launch and use the ramp.	Noted. All options presented in the Study will improve the serviceability of the ramp. Option 2 and 3 extend the toe depth which will reduce bogging of vehicles and watercraft at mid-low tide.
Resident	Sand Point Beach is a beautiful, safe, clean and peaceful beach. Any enlargement of the ramp will have negative environmental effects to the beach.	The purpose of the Study was to investigate the environmental impacts of extending or enlarging the boat. All 3 options presented minor impacts to the seagrasses.
	Erosion caused by the boat ramp reduces the safety and amenity of the beach for general use	The Study found that the current ramp is not causing beach erosion. The movement of sand at Sand Point Beach is consistent with recorded erosion volumes at other similar embayed beaches.
	Propeller wash from barges has created deep pools off the shoreline, shifted sand onto the seagrasses and adversely impacted the natural habitat and recreational swimming.	The Study identifies that the existing ramp is detrimental to the seagrass beds directly in front of the boat ramp which is exacerbated by dragging vessels and trailers during mid-low tides to the toe elevation (+0.2 mAHd).

Stakeholder Group	Issue / Comment	Action / Response
	Lengthening or enlarging the boat ramp will increase the current erosion problem	Noted. The Study indicates that extending the toe of the ramp would have no significant adverse impact on the coastal processes and minimised impact on the existing seagrass beds.
	Council should be conserving the environment and reintroducing the lost seagrass.	
	Council needs to address the increasing use of the boat ramp resulting in increased noise and traffic including at night and very early in the morning	The boat ramp has been used for launching vessels since at least the 1960's.
	Council should limit the use of the boat ramp and restrict the use of the ramp between midnight at 6am due to unacceptable noise and traffic.	Dual axle trailers and vehicles with a gross vehicle mass exceeding 3 tonnes are prohibited from using the ramp.
Resident	Upgrading the ramp will result in additional traffic to an area that experiences traffic congestion during peak periods and pressure to increase parking	Noted.
	The boat ramp is responsible for the recent works in Iluka Park which have resulted in alienation of the parkland and changed reduce the natural character of the area	Other than during the Christmas Holiday periods and weekends Woorak Reserve is predominantly empty of vehicles. As part of the recent upgrade the open space recreational area has been increased.
	The general public use the ramp resulting in traffic congestion that affects the local residents	Noted.
Resident	The Ramp is displaying lateral erosion which is aggravated by the storm water runoff from Woorak Rd to the beach	Erosion of the ramp edges is due to a lack of adequate armouring and limited seaward extent of the toe to withstand beach erosion events.
	Lengthening or enlarging the boat ramp will increase the current erosion problem	Noted. The Study indicates that extending the toe of the ramp would have no significant adverse impact on the coastal processes and minimised impact on the existing seagrass beds.
	Propeller wash from barges has created deep pools off the shoreline and shifted sand onto the seagrasses in the north-west	Council staff to discuss this issue with NSW Roads and Maritime Services (RMS)
	Noise pollution generated by the ramp and road use is an issue for the residents including late at night.	The boat ramp has been used for launching vessels since the 1960's.
	Do not support extending or enlarging the ramp	Noted.
	Any repairs are to eliminate foreign materials including sandstone and macadam	This is only possible if Option 3 is adopted as the boat ramp would be completely reconstructed. Option 1 and 2 will involve minor removal of the existing structure in order to formalise the edges and 'add on' to the ramp respectively.
	Policing of the ramp is required	Council rangers have been requested to include Sand Point Lane in the patrol routes to enforce the local regulations.
	Suggests installing a boom gate to prevent access to the ramp between 10pm and 6:30am	Noted.

C9.2	Waste and Sustainability Improvement Payment Standard Requirement - Climate Change Risk Assessment
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Meeting: Natural Environment Committee Meeting **Date:** 7 May 2012

STRATEGY: Sustainability & Climate Change Coordination Strategy

ACTION: Develop and implement a Climate Change Plan of Action

PURPOSE OF REPORT

To seek Council's endorsement of the Climate Change Risk Assessment 2012 (to be tabled at the meeting) for submission to the Office of Environment and Heritage to fulfil its 2011/12 Waste and Sustainability Improvement Payment (WaSIP) standard for climate change.

1.0 BACKGROUND

1.1 Waste and Sustainability Improvement Payments

The Local Council Waste and Sustainability Improvement Payments (WaSIP) commenced in 2009/10 to assist with councils investing in additional actions and programs that improve resource recovery and sustainability outcomes across their local government areas (the Waste and Sustainability Improvement Scheme is described in Part 5A of the Protection of the Environment Operations (Waste) Regulation 2005).

To be eligible to receive a Waste and Sustainability Improvement Payment councils are required to commit to meeting both the ongoing and current year's WaSIP Standards. The WaSIP Standards are progressively updated in consultation with an Advisory Group and the Local Government and Shires Associations (LGSA).

The 2011/12 WaSIP standards specify that councils must

"undertake a climate change risk assessment for council operations and submit the assessment report to OEH by 31 May 2012"

2.0 ISSUES

2.1 Climate Change

Local government has been managing the impacts of climate and weather on the community, Council operations, assets and the natural environment for many years. Examples of such impacts include flooding, storms, bushfires and coastal erosion.

Climate change (long-term changes in climate patterns) has the potential to alter the frequency, intensity and distribution of extreme weather related natural hazards, including more intense and frequent heat waves, droughts, floods, and storm surges (IPCC Hennessey et al 2007).

The primary climate change scenarios considered in the Climate Change Risk Assessment are:

- increased temperature, number of hot days and fire weather,
- reduced average annual rainfall and increased rainfall event intensity,
- sea level rise, and
- extreme weather (wind, storm and storm surge).

2.2 Climate Change Risk Assessment

The purpose of the Climate Change Risk Assessment is to:

- identify and assess the risks that climate change poses to Council assets, operations and services;
- ensure that Council systems will be resilient;
- prioritise risks that require further action as a basis for decision-making and planning.

Climate change risk assessments aim to ensure that Council systems will be resilient in the future. By working through the climate change risk assessment process, Council can establish a robust framework to analyse the risks posed by climate change and develop strategies for addressing them.

The Commonwealth Scientific and Industrial Research Organisation (CSIRO) recognises that a comprehensive response to climate change requires the following actions:

- ongoing research to better understand the Earth's changing climate,
- adaptation to prepare for unavoidable impacts,
- mitigation to reduce greenhouse gas emissions, and
- monitoring and reviewing current best practice knowledge and initiatives.

In June 2009, Board Members of the Statewide Mutual Liability Scheme (Statewide) commissioned a Climate Change Adaptation Project to address the potential climate change impacts confronting member councils. Echelon Australia Pty Ltd (Echelon) responded to the Board and developed an adaptation planning process using the Commonwealth Scientific and Industrial Research Organisation (CSIRO) climate change data and applying a risk assessment process in line with AS/NZS 4360. Pittwater Council was presented with its Climate Change Risk Assessment Adaptation Report by Echelon in June 2010.

The information from the Echelon Report and the Climate Action Plan Framework (2006) was the basis of developing the Climate Change Risk Assessment.

The Climate Change Risk Assessment considers hazards to Council for both climate change adaptation and mitigation. Included in the assessment is a section on the Climate Action Plan Framework which identifies adaptation and mitigation focus areas that Council is either already addressing or will need to address in the future to incorporate climate change.

2.3 Next Steps

The Climate Change Risk Assessment is required to be submitted to the Office of Environment and Heritage (OEH) by 31 May 2012.

OEH does not require the Climate Change Risk Assessment to be placed on public exhibition. The Climate Change Risk Assessment will however be placed on the Pittwater Council website once endorsed by both Council and OEH.

The information provided in the Climate Change Risk Assessment is to assist with developing a climate change plan of action.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

The Climate Change Risk Assessment identifies the need for the community to adapt to climate change impacts, specifically natural hazards that are projected to be more damaging in the future due to climate change impacts. The climate action plan framework recommends Council undertake a social impact assessment. This would assess the community's understanding of roles and responsibilities, Council's reputation and image, health and safety issues etc. Preparing for the impact of more frequent and intense storms, rainfall events, bushfire weather and hot weather is ensuring a more resilient and adaptive Council and community.

3.2 Valuing & Caring for our Natural Environment (Environmental)

Climate change will affect the Pittwater natural environment. The Climate Change Risk Assessment identifies risks to the natural environment including potentially reduced water quality in creeks and estuaries, changes to the water table and groundwater, changes in flowering/fruiting periods (asynchronous seasons) impacting breeding seasons and loss of habitats, flora and fauna. While ecosystems and species can evolve in response to a changed environment there are issues associated with the resilience of species and the ability to adapt to the rate of change of the climate and environment.

3.3 Enhancing our Working & Learning (Economic)

Pittwater has an extensive foreshore with access to beaches and the Pittwater Estuary. Climate change impacts including sea level rise and more frequent and severe coastal storms will impact on these areas with potential risk to access safety, loss of foreshore and reduced tourist and commercial interest. These risks may impact on the local tourist and business economy. For Council there may be increased costs to maintain or relocate assets and habitats within the foreshore area. Education plans will prepare the community and staff for the impact of more frequent and intense storms, rainfall events, bushfire weather and hot weather is ensuring a more resilient and adaptive Council and community.

3.4 Leading an Effective & Collaborative Council (Governance)

It is estimated that a substantial amount of assets including infrastructure and public reserves are at risk due to climate change impacts. There will be physical impacts as well as financial impacts for Council to maintain services to the community. Future considerations for Council as identified in the Climate Change Risk Assessment include seeking grant funding assistance to combat the impacts of climate change for adaptation and mitigation measures. Also investing financially and collaborating with regional initiatives and projects on climate change adaptation and mitigation.

3.5 Integrating our Built Environment (Infrastructure)

The Pittwater built environment is at risk of climate change impacts. The impacts of storm, heat, flood, landslip and bushfire damage will potentially increase and may result in reduced building integrity, increase road and footpath maintenance and repair and more frequent power outages. Assets on the coast and foreshore may be under designed for sea level rise and coastal storm impacts. Watering regimes, reserve maintenance and gross pollutant trap cleaning cycles may be required more often.

4.0 EXECUTIVE SUMMARY

- 4.1 The Climate Change Risk Assessment has been prepared to meet the WaSIP 2011/12 standards for climate change.
 - 4.2 The Climate Change Risk Assessment aims to ensure that Council systems will be resilient in the future. It identifies potential climate change hazards to Council for both adaptation and mitigation and follows the risk assessment process to evaluate the level of risk for each hazard.
 - 4.3 Council's current actions towards climate change adaptation and mitigation are outlined but are not considered in the risk ranking for each hazard. Gaps and future consideration for each climate change impact are provided as well as an update to the Climate Action Plan Framework.
 - 4.3 Climate change adaptation and mitigation must be at the forefront of Council planning and operations. The projected climate change impacts must feature as a primary consideration in every aspect of Council's business whilst appropriate actions in response to the causes and effects of global warming must be integrated as a core part of every strategic and operational management activity undertaken by Council.
 - 4.4 The information provided in the Climate Change Risk Assessment is to assist with developing a climate change plan of action.
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RECOMMENDATION

The Climate Change Risk Assessment (**as tabled**) be endorsed by Council, and then submitted to the Office of Environment and Heritage (OEH) to fulfil Council's 2011/12 Waste and Sustainability Improvement Payment (WaSIP) standard for climate change.

Report prepared by
Janell Keegan - Climate Change Adaptation Officer

Jennifer Pang
MANAGER – CATCHMENT MANAGEMENT & CLIMATE CHANGE

C9.3	Waste and Sustainability Improvement Plan Standard Requirement - Water Efficiency Plan
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Meeting: Natural Environment Committee Meeting **Date:** 7 May 2012

STRATEGY: **Water Management**

ACTION: Develop and update water management plans to incorporate state and federal initiatives

PURPOSE OF REPORT

To seek Council's endorsement of the Water Efficiency Plan 2012 (to be tabled at the meeting) for submission to Office of Environment and Heritage to fulfil its 2011/12 Waste and Sustainability Improvement Payment (WaSIP) standard for water efficiency.

1.0 BACKGROUND

1.1 Waste and Sustainability Improvement Payments

The Local Council Waste and Sustainability Improvement Payments (WaSIP) commenced in 2009/10 to assist with councils investing in additional actions and programs that improve resource recovery and sustainability outcomes across their local government areas (the Waste and Sustainability Improvement Scheme is described in Part 5A of the Protection of the Environment Operations (Waste) Regulation 2005).

To be eligible to receive a Waste and Sustainability Improvement Payment councils are required to commit to meeting both the ongoing and current year's WaSIP Standards. The WaSIP Standards are progressively updated in consultation with an Advisory Group and the Local Government and Shires Associations (LGSA).

The 2011/12 WaSIP standards specify that council's must:

“undertake an audit using 12 months of water usage data to identify council's existing baseline water use for its facilities within the LGA. An updated audit is to be undertaken every four years from the first audit date. Identify the top ten water usage sites. Provide OEH with the data. Develop and commence implementation of the initiative to reduce water consumption at these 10 sites”

2.0 ISSUES

2.1 Water Efficiency Plan

The Water Efficiency Plan (WEP) has been prepared in order to meet the Waste and Sustainability Improvement Program (WaSIP) standards of 2011/12 for water efficiency. The Water Efficiency Plan process established by the Office of Environment and Heritage will help Pittwater Council to identify opportunities to reduce its water consumption thereby reducing costs.

The aim of the Water Efficiency Plan (WEP) is to identify and help deliver water savings in a practical, effective and flexible way. The WEP is intended to focus on water uses within Council's operations that are supplied from a reticulated system. The Plan is divided into Four Sections:

- Section One: Brief Introduction
- Section Two: Commitment at management level
- Section Three: Audit of top water using sites
- Section Four: Summary of projects and implementation plan

The Water Efficiency Plan will supersede Council's existing Water Savings Action Plan (2006).

The Water Efficiency Plan outlines Council's Top 11 highest water consuming sites; it outlines their current water use practices, issues with the sites (including the identification of any leaks) as well as potential opportunities to improve the water efficiency of the site.

2.2 Water Use

Council uses an average of 326 kilolitres per day (kL/day) (in 2010/11) of potable (towns/drinking) water. Based on usage patterns for 2010/11, Lakeside Caravan Park was the highest water consuming site. The top 11 highest water consuming sites are as follows:

1. Lakeside Caravan Park (90kL/day)
2. Boondah East/ Netball Courts (42kL/day)* (large leak)
3. Palm Beach Golf Course (41kL/day)
4. Governor Phillip Park/North Palm Beach SLSC (15kL/day)
5. Careel Bay Playing Fields/ Hitchcock Park (12kL/day)
6. Avalon Golf Course (10kL/day)
7. Avalon Recreational Centre/Dunbar Park (8kL/day)
8. Winnererremy Bay/Rowland Reserve (6kL/day)
9. Mona Vale Village Park/Customer Centre (6kL/day)
10. Newport Surf Life Saving Club (6kL/day)
11. Warriewood Surf Life Saving Club (6KL/day)

Council has been proactively implementing measures to reduce water demand in Council facilities since the 2006 Water Savings Action Plan (WSAP), by installing water efficient devices, rainwater tanks and conduction leak detection.

Council has also been supplementing potable (towns/drinking) water with stormwater and groundwater. This has been through stormwater harvesting schemes and groundwater bore drilling and construction at a number of sites (including Avalon Golf Course and Careel Bay Playing Fields/ Hitchcock Park. Boondah East currently has a grant application to undertake stormwater harvesting).

2.3 Water Management Diagnostic (One2five Session)

In relation to Council's management of water use and water efficiency, a management diagnostic was conducted which indicated that basic water management is currently been undertaken (this is the same result from Council's WSAP management diagnostic session conducted in 2005). The main areas for further improvement include:

- Efficiency of Plant design – need to ensure every facility has an up-to-date hydraulic design plan illustrating the location of the pipe network, valves, size and depth.

- Targets, performance indicators (KPIs) and motivation – setting water use targets and water efficiency key performance indicators for all council facilities and reserves using automatic irrigation systems.
- Awareness and training – further signage and staff engagement relating to water efficiency and reducing water use demands.
- Innovation and new technology – keeping up-to-date with all key water efficiency research and development relevant to Council's water use practices.
- Plans – develop budgeting plans to improve water efficiency for future years – including timetables of upgrades and scheduling works from the Water Efficiency Plan into Council's Capital Works Program

2.4 Next Steps

The Water Efficiency Plan is required to be submitted to the Office of Environment and Heritage (OEH) by 31 May 2012.

OEH does not require the Water Efficiency Plan to be placed on public exhibition. The plan will however be placed on Pittwater Council's website once endorsed by both Council and OEH.

The actions recommended in the Water Efficiency Plan (Section 4 of the tabled document) be implemented by Council, such as:

- Installation of water efficient fixtures in the Avalon Scout Hall building.
- Installation of water efficient fixtures in Rowland Reserve Amenity Block.
- Installation of water efficient urinals at Governor Phillip Park.
- Replacing washers/regulators in taps in Mona Vale Memorial Hall and Newport Beach Foreshore.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

Sustainable use of water is a 'community' responsibility. Reliable water supply is important for the amenity of our community buildings, sports facilities (good grass cover on ovals) and landscape elements. The vast majority of the Pittwater Community rely on Sydney Water's potable water infrastructure and clean water supply. By Council having this Water Efficiency Plan it demonstrates to the community that Council is committed to reducing its water consumption and sustainable use water where needed.

3.2 Valuing & Caring for our Natural Environment (Environmental)

Effluent discharge into the Pittwater Estuary can potentially affect water quality and swimmer's health, by reducing the amount of water used, Council can also reduce the amount of effluent it sends into the sewerage system. Climate Change, in particular sea level rise, can potentially impact on water quality and hence impact on the environment. By reducing Council's water consumption it also allows for greater environmental flows into the Hawkesbury Nepean River System.

3.3 Enhancing our Working & Learning (Economic)

With the price of water increasing, it is imperative that Council ensures that its facilities are as water efficient as possible, which in turn reduce the amount of money that Council pays to Sydney Water.

3.4 **Leading an Effective & Collaborative Council (Governance)**

Council has a duty of care to use water sustainably. There is legislation, guidelines, reporting and penalties to provide accountability.

3.5 **Integrating our Built Environment (Infrastructure)**

As Council assets age, the risk of undetected leaks increases, as do the wear and tear on water efficient devices. In order to ensure that Council remains as water efficient as possible Council facilities and infrastructure needs to be regularly inspected and when required retrofitted/replaced.

4.0 **EXECUTIVE SUMMARY**

- 4.1 The Water Efficiency Plan has been prepared to meet the WaSIP 2011/12 standards for water efficiency
- 4.2 The Water Efficiency Plan outlines Council's Top 11 highest water consuming sites; it outlines their current water use practices, issues with the sites (including the identification of any leaks) as well as potential opportunities to improve the water efficiency of the site.
- 4.3 The Water Efficiency Plan outlines Council's management of water use and areas for further improvement: such as efficiency of plant design (ensuring each Council facility has an up-to-date hydraulic design plan) and Water Use targets and Key Performance Indicators for all council facilities and reserves with automatic irrigation systems are established.
- 4.4 The actions recommended in the Water Efficiency Plan are intended to be included in Council's delivery program.

RECOMMENDATIONS

- 1. That the Water Efficiency Plan (**as tabled**) be endorsed by Council, and then submitted to Office of Environment and Heritage (OEH) to fulfil Councils 2011/12 Waste and Sustainability Improvement Payment (WaSIP) standard for water efficiency.
- 2. That it be noted that the actions outlined in Section Four of the Plan which Council are responsible for, be implemented by the nominated completion date (subject to the continuation of WaSIP funding for all items not included in the draft Delivery Plan).
- 3. That an internal water efficiency team with representatives from Finance and facility managers be established to discuss progress on the Water Efficiency Plan actions and funding for future years.

Report prepared by
Dr Melanie Schwecke, Project Leader – Water Management

Jennifer Pang
MANAGER – CATCHMENT MANAGEMENT & CLIMATE CHANGE

C9.4	Submission to the DP&I - Proposed Changes to the Way in Which Local Environmental Plans Are Made
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Meeting: Natural Environment Committee

Date: 7 May 2012

STRATEGY: Land Use & Development

ACTION: Respond to Reforms in Planning Processes and Advocate on Behalf of Council

PURPOSE OF REPORT

To seek the endorsement of the Council for a submission to the Department of Planning & Infrastructure (DP&I) in relation to changes proposed to the way in which Local Environmental Plans are made.

1.0 BACKGROUND

- 1.1 The DP&I have released a draft policy statement that outlines changes to the way in which Local Environmental Plans are made.
- 1.2 A submission regarding the draft policy statement has been prepared for the endorsement of the Council (see **Attachment 1**). The closing date for submissions is 4 May 2012, however Council have been granted an extension to 8 May 2012.
- 1.3 The draft policy statement and associated documentation are included at **Attachment 2**.
- 1.4 The DP&I have stated that the changes proposed will increase transparency, provide greater certainty, and increase councils' roles and responsibilities in plan making by:
 - Delegating the making of 'routine' local environmental plans (LEPs) to councils.
 - If Council refuses an LEP amendment, a proponent (developer or landowner) may request a review by an independent panel (Joint Regional Planning Panel or Planning Assessment Commission).
 - Council and proponents may request the Minister to reconsider a Gateway Determination if either is unsatisfied with the outcome.
- 1.4 In general the changes proposed are supported, however additional time is sought before a request for a review may be made.

2.0 ISSUES

2.1 Delegations to Councils to Make 'Routine' Local Environmental Plans

Currently, in accordance with section 59 of the Environmental Planning and Assessment Act 1979, only the Minister or his delegate can make a local environmental plan. The changes proposed will result in the delegation of plan making process to councils in the following circumstances:

- Mapping alterations/corrections that do not alter strategy endorsed development standards.

- Section 73A matters e.g. amending references to documents and/or agencies, minor errors and anomalies.
- Reclassifications of land consistent with a strategy/supported by an adopted Open Space study.
- Heritage LEPs supported by an Office of Environment and Heritage endorsed study.
- Spot rezoning consistent with an endorsed strategy or surrounding zones or in accordance with broader Government policy.

LEPs will still need to be reported to the DP&I for a Gateway Determination in the normal manner, however the final decision on the LEP will be made by Council and not the Minister. The proposed changes will enable Council to determine 'routine' amendments to LEPs once a Gateway determination has been issued by the DP&I.

Following the issue of the Gateway Determination, the DP&I will generally play a monitoring role and have no further role in the processing of the draft LEPs.

Council, not the DP&I, will be required to request the Office of the Parliamentary Counsel to draft an amended LEP.

These changes provide decision making power to Council and are supported.

2.2 Independent Reviews Prior to a Gateway Determination

Under the current legislation Council decides whether an LEP amendment will proceed to the DP&I for a Gateway Determination and there are no review mechanisms available to proponents should Council decide to not support the amendment..

Under the changes proposed a proponent will be able to request a review from either the Joint Regional Planning Panel (JRPP) or Planning Assessment Commission (PAC) in the following circumstances:

- i) the Council has decided to not prepare a Planning Proposal (i.e. refused the Planning Proposal); or
- ii) the Council has not made a decision 60 days after receiving the proponent's request.

Accordingly, the Panel (not the Council) will be able to determine whether an LEP amendment proceeds to a Gateway Determination should a proponent request. The DoPI Gateway may or may not subsequently support the amendment.

To be eligible for review, a proponent will need to demonstrate that the proposal meets eligibility requirements (see page 2 of **Attachment 2**) which include inter alia, a test against orderly planning outcomes and a requirement for consistency with a local planning strategy and the sub-regional strategy.

The introduction of a review mechanism is likely to result in an impost on staff time to defend decisions. However, the changes will introduce more accountability and transparency into the process and these traits are recognised as key components of any robust decision making system. Accordingly, on balance the proposal to introduce a review mechanism into the system is supported.

However, concern is raised regarding the ability for a proponent to seek a request where Council has not made a decision within 60 calendar days. It is Council practice to undertake preliminary non-statutory notification of Planning Proposals to seek the views of adjoining and nearby residents and the Pittwater community in general prior to resolving to forward an application to DP&I for a Gateway Determination. The timeframe proposed provides difficulty in undertaking notification, reviewing any submissions made and prepare a report to Council to allow the Council to resolve whether or not to proceed to a Gateway Determination.

To allow appropriate time for councils to consider Planning Proposals and to undertake consultation with the local community the timeframe for councils to make decisions should be increased from 60 days to 90 days.

Further, there does not appear to be any ability to 'stop the clock' to request additional information to support Planning Proposals that are incomplete or deficient. Thus, a significant proportion of the 60 days could be lost awaiting the submission of supporting documentation. This needs to be resolved prior to the introduction of any changes.

2.3 Independent Reviews Following a Gateway Determination

There is currently no ability for a review of a Gateway Determination.

The changes proposed also make allowance for the Council or a proponent to request the Minister to alter a Gateway Determination, when it is determined that:

- i) the planning proposal should not proceed;
- ii) the planning proposal should be resubmitted to the Gateway; and
- iii) imposes requirements (other than consultation requirements) or makes variations to the proposal that the proponent or council thinks should be reconsidered.

No concerns are raised in relation to the post Gateway Determination review process.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

The changes proposed to the plan making process should lead to a better planning system that will deliver improved outcomes for our community, including increased transparency. However, if the timeframe within which applicants are able to request a review is not increased it could compromise the amount of preliminary non-statutory notification that is undertaken.

3.2 Valuing & Caring for our Natural Environment (Environmental)

The changes will provide for greater transparency and accountability in the decision making process. When applications have the potential to impact on the natural environment this will provide all stakeholders and the wider community with a greater level of certainty.

3.3 Enhancing our Working & Learning (Economic)

The changes will provide for greater transparency and accountability in the decision making process. When applications have potential economic impacts this will provide all stakeholders and the wider community with a greater level of certainty.

3.4 **Leading an Effective & Collaborative Council (Governance)**

The changes will provide for greater transparency and accountability in the decision making process.

3.5 **Integrating our Built Environment (Infrastructure)**

The changes will provide for greater transparency and accountability in the decision making process. When applications have potential infrastructure impacts this will provide all stakeholders and the wider community with a greater level of certainty.

4.0 EXECUTIVE SUMMARY

- 4.1 The DP&I have released a draft policy statement that outlines changes to the way in which Local Environmental Plans are made.
- 4.2 A submission regarding the draft policy statement has been prepared for the endorsement of the Council (see **Attachment 1**).
- 4.3 The draft policy statement and associated documentation are included at **Attachment 2**.
- 4.4 The DP&I have stated that the changes proposed will increase transparency, provide greater certainty, and increase councils' roles and responsibilities in plan making by:
- Delegating the making of 'routine' local environmental plans (LEPs) to councils.
 - If Council refuses an LEP amendment, a proponent (developer or landowner) may request a review by an independent panel (Joint Regional Planning Panel or Planning Assessment Commission).
 - Council and proponents may request the Minister to reconsider a Gateway Determination if either is unsatisfied with the outcome.
- 4.5 In general, the changes proposed are supported however additional time is sought before a request for a review may be made.

RECOMMENDATION

That the submission at **Attachment 1** be forwarded to the Department of Planning & Infrastructure.

Report prepared by
Andrew Pigott, Principal Planner - Strategic

Lindsay Dyce
MANAGER - PLANNING AND ASSESSMENT

Steve Evans, Director, Environmental Planning & Community
8:00am to 5:30pm Monday - Thursday, 8:00am to 5:00pm Friday

8th May 2012

Director
Planning Operations Coordination
Department of Planning & Infrastructure
GPO Box 39
SYDNEY NSW 2001

Dear Sir

Re: Submission on More Local, More Accountable Plan Making

Pittwater Council welcomes the opportunity to comment on the proposed changes to the way in which local environmental plans are made.

Council is supportive of the proposed delegation of the making of 'routine' local environmental plans to Council.

It is recognised that providing a review mechanism for Planning Proposals will increase accountability and transparency in the plan making process. However, concern is raised regarding the ability for a proponent to seek a request where Council has not made a decision within a 60 day time period.

It is Council practice to undertake preliminary non-statutory notification of Planning Proposals to seek the views of adjoining and nearby residents and the Pittwater community in general, prior to resolving to forward an application to the Department for a Gateway Determination. The 60 day timeframe proposed is too short to undertake notification, review any submissions that are made and prepare a report to allow the Council to resolve whether or not to proceed to a Gateway Determination.

To allow appropriate time for councils to consider Planning Proposals and to undertake consultation with the local community, the timeframe for councils to make decisions should be increased from 60 days to 90 days.

Further, there does not appear to be any ability to 'stop the clock' to request additional information to support Planning Proposals that are incomplete or deficient. Thus, a significant proportion of the 60 days could be lost awaiting the submission of supporting documentation, and proponents may be prejudiced in there being inadequate time for them to further support their proposals. This needs to be resolved prior to the introduction of any changes.

Should you have any questions in relation to the above, please do not hesitate to contact Andrew Pigott on ph: 9970 1163 or andrew_pigott@pittwater.nsw.gov.au.

Yours sincerely

Steve Evans
DIRECTOR - ENVIRONMENTAL PLANNING AND COMMUNITY





More local, more accountable plan making

The purpose of this document is to seek the views of councils, industry and the community on proposals to make the way local environmental plans are made more local and accountable.

Introduction

One important goal of NSW 2021, the State's 10 year plan to drive change, is to restore confidence and integrity in the NSW planning system.

This requires timely decision making and greater certainty for investors and communities. It also means that planning powers should be returned to local communities when they are best placed to carry out those roles.

An independent review of the NSW planning system is currently underway and, when completed, promises to deliver a planning system that is modern, transparent and provides clarity for investors.

In the meantime, there are ways to make plan making more local and accountable by changing current procedures. These changes will increase transparency, provide greater certainty, and increase councils' roles and responsibilities in plan making, by:

- delegating the making of routine local environmental plans (LEPs) to councils, and
- allowing for independent reviews of some council and departmental decisions in the plan making process.

These two proposals are set out below.

Delegations to make LEPs

To improve and streamline the plan-making process, the Minister's functions under section 59(2), (3) and (4) of the *Environmental Planning and Assessment Act 1979* (the Act) will be delegated to councils in certain circumstances.

The delegation will be provided to a council when a Gateway determination is issued.

The Department of Planning and Infrastructure (the department) will generally play no further role in the process once the LEP is delegated to a council, other than routine monitoring of the process to ensure that Gateway determination timeframes continue to be met.

LEPs to be routinely delegated

The following types of LEPs will routinely be delegated to councils to prepare and make following a Gateway determination that the planning proposal can proceed:

- Mapping alterations/corrections that do not alter strategy endorsed development standards;
- Section 73A matters e.g. amending references to documents/agencies, minor errors and anomalies.
- Reclassifications of land consistent with a strategy/supported by an adopted Open Space study.
- Heritage LEPs supported by an Office of Environment and Heritage endorsed study.
- Spot rezoning consistent with an endorsed strategy or surrounding zones or in accordance with broader Government policy.

Issue of delegations

The department will write to all councils advising that plan making powers are to be delegated under section 23 of the Act, which allows the Minister and Director-General to delegate functions to a council and/or an officer or employee of a council.

Councils will be asked to nominate the relevant officers (usually the general manager and/or planning director of the council) to whom the delegations may be given.

Councils are reminded that Section 381 of the *Local Government Act 1993* requires that such functions cannot be delegated to:

- a) the general manager, except with the approval of the council; or
- b) an employee of the council, except with the approval of the council and the general manager.

The department will issue a Written Authorisation to Exercise Delegation in respect of any draft LEP when the relevant council has written accepting the delegations and providing the name and position of any officer or employee to whom the delegations will also be granted.

Procedural matters for delegated LEPs

Under section 59(1) of the Act the department currently requests the Office of the Parliamentary Counsel (PCO) to draft the legal instrument that gives effect to a planning proposal. This process will continue. However, the council will deliver its instructions in the same form as currently provided to the department directly to PCO electronically and concurrently copy the instructions to the department for monitoring and reporting purposes. The council will then deal directly with PCO to negotiate and agree to the final wording of the instrument, prior to making the LEP.

When a plan is made, the department currently requests PCO to 'notify' the plan on the NSW Legislation web page, and the day it is notified on that web page is the day the LEP becomes effective. This process will continue. When a council has made an LEP it will be forwarded to the department. The department's function at this stage is administrative only. The department does not review the legal instrument or review the council's decision to make the LEP. The department will request notification through PCO and will record the dates of making by the council and notification on the NSW Legislation web page.

The process for delegated LEPs is illustrated at **Attachment A**.

Many LEP amendments rely on maps for their implementation. Councils must ensure that any necessary maps are prepared in accordance with the *Standard technical requirements for LEP maps* and *Standard requirements for LEP GIS data*, available on the department's website at:

<http://www.planning.nsw.gov.au/LocalEnvironmentalPlans/MappingStandardsandRequirements>

Adequate maps are required for the Gateway to make a determination, and technically correct maps and GIS data are required before an Opinion can be issued by PCO.

Reporting requirements

Councils will be required to report to the department on processing times for delegated LEPs e.g. date of receipt of Gateway Determination and Written Authorisation to Exercise Delegation, exhibition dates, and dates of council resolution and/or delegated decisions to proceed with the planning proposal after exhibition, request for drafting, making of plan, and forwarding to the department to arrange notification.

Templates for quarterly reporting of this information will be sent to council with the formal delegation documents when names and positions of relevant council personnel have been received by the department.

The purpose of this reporting is to provide advice on on-going improvements to the system in light of experience.

Independent Reviews

The second proposal to improve plan-making procedures is to formalise the existing practice of seeking independent reviews for some rezoning proposals.

This proposal sets out how proponents and councils to request an independent review of decisions made in relation to a planning proposal before the Minister makes an LEP under Part 3 of the Act.

The plan making reviews are:

- **Pre-gateway reviews** – which may be requested by a proponent before a planning proposal has been forwarded for Gateway determination;
- **Gateway reviews** – which may be requested by a council or proponent following a Gateway determination, but before community consultation on the planning proposal has commenced.

The procedures outlined in this circular allow for plan-making decisions to be reviewed at key stages of the plan making process with the benefit of independent advice from a Joint Regional Planning Panel (regional panel) or the Planning Assessment Commission (PAC). These reviews do not change the existing statutory process for making LEPs. For information about the plan making process see PS 09-015, the *Guide to Preparing LEPs* and the *Guide to Preparing Planning Proposals*.

Pre-gateway reviews

If a proponent (eg. developer, landowner) has requested that a council (as the 'relevant planning authority' (RPA)) prepare a planning proposal, there are two situations where the proponent may ask for a regional panel review:

- a) the council has decided to not prepare a planning proposal; or
- b) the council has not made a decision after 60 days of receiving the proponent's request.

Proposals must meet eligibility requirements

Each proposal will need to pass a strict assessment by the department to determine whether it is eligible for a regional panel review.

To be eligible for review, a proponent will need to demonstrate clearly that the proposal meets the following criteria:

- a) will achieve appropriate orderly planning outcomes, such that the proposal:
 - will utilise existing capacity in infrastructure networks subject to the agreement of service providers, or can be provided for with essential infrastructure 'out of sequence' subject to cost recovery and the agreement of essential service providers; and
 - will be adequately integrated with existing public transport networks in a

- timely manner to ensure there is not an undue reliance on private vehicle trips; and
 - is likely to be supported by agreement from key environmental agencies, that appropriate environmental management outcomes can be achieved; and
 - will not detrimentally impact on the viability of identified centres in endorsed regional and/or sub-regional strategies (in addition to the strategic considerations listed below); and
- b) is consistent with or supports the outcomes and actions of:
- an endorsed local strategy; or
 - the relevant regional or sub-regional strategy; or
 - other relevant regional or State strategic plans or policies.

Proposals that do not reasonably meet the above eligibility criteria will not qualify for the review mechanism.

When is there a review?

When a council makes a decision to not prepare a planning proposal, the council is to notify the proponent of its decision and the reasons for its decision. The proponent then has 40 days to seek a review of the council's decision by requesting a pre-gateway review.

Where the council has not made a decision within 60 days, proponents may also seek a review within 40 days of the end of the 60 day period. These periods will be extended over the Christmas and New Year period.

Further details about preparing a planning proposal and the information to be provided may be found in the department's document *Guide to Preparing Planning Proposals*.

Pre-gateway reviews are intended to give proponents an opportunity to have an independent regional panel review the merits of proposals to make a new LEP or change an existing LEP, which may include a change to the zoning of particular land, and provide the Minister with regional panel advice about whether such proposals have merit to be submitted for Gateway determination (under section 56 of the Act).

In some cases the Minister may request the Planning Assessment Commission (PAC) to conduct such a review rather than a regional panel, including where there is no regional panel as in the City of Sydney.

Steps for seeking pre-Gateway review

Attachment B sets out the steps in the pre-Gateway review.

A proponent may request a pre-Gateway review by writing to the department and providing all relevant

information (see supporting information below). An online lodgement form will also be made available.

Once all relevant information has been provided, the department will check whether the proponent's proposed rezoning is eligible to be reviewed by the regional panel.

For eligible proposals, the department will prepare and forward a report to the regional panel on the planning proposal. The department will then notify council that it has sought independent advice from the regional panel, and will place the proponent's review request and the department's eligibility assessment on the department's website within five days.

The regional panel will review the proposed instrument, giving consideration to the department's report and any additional submissions provided to it from the council and proponent including:

- council's grounds for not proceeding (or, in the case of a delayed proposed instrument, the reasons the proposed instrument has not progressed)
- Proponent's justification for the proposed instrument including a response to council's concerns;
- How the planning proposal is consistent with, or supports the outcomes and actions of:
 - an approved local strategy
 - the relevant regional or sub-regional strategy
 - other relevant State strategic plans and policies (eg, new or emerging State or regional plans or policies that relate to the proposed instrument)
- other information to justify the proposed instrument.

The regional panel will then advise the Minister on whether or not the proposed instrument should be submitted to the Gateway for determination. The regional panel's advice then will be placed on the department's website within five days.

If the regional panel has recommended that the proposed instrument be submitted for Gateway determination, and where a pre-Gateway review was sought by a proponent due to a council delay, the Minister may request the council to submit a planning proposal on the proposed instrument to the Gateway within 40 days.

The Minister may also decide to appoint an alternate RPA after consulting with the council. In most instances this would be the Director-General.

Alternatively, if the regional panel considers that the proposed instrument should not proceed to Gateway then the Minister will not progress the matter any further.

Supporting information

Proponents requesting a regional panel review must provide the department with the following:

- a copy of the proponent's request for the council to prepare and submit a planning proposal for Gateway determination
- a copy of all additional information and documentation provided by the proponent to the council (NB: section 55 of the Act sets out what information a planning proposal is to include)
- all correspondence from the council in relation to the proposed instrument including a copy of the council's advice detailing why the council did not proceed with preparing a planning proposal
- proponent's justification for why a review of the council's decision is warranted
- if relevant, disclosure of reportable political donations under section 147 of the Act.
- fees

Gateway reviews

Gateway determinations may also be reviewed in certain circumstances. The council or proponent may request the Minister, or delegate, to alter a Gateway determination, when a Gateway determination is made that:

- a) the planning proposal should not proceed
- b) the planning proposal should be resubmitted to the Gateway, or
- c) imposes requirements (other than consultation requirements) or makes variations to the proposal that the proponent or council thinks should be reconsidered

These post-Gateway reviews are intended to give the council and proponents an opportunity to have the Gateway determination reconsidered, but only if the original determination was made by a delegate of the Minister.

If the Gateway determination is either to not proceed or to resubmit the planning proposal, the council or proponent has 40 days from being notified by the department to request a review.

If the Gateway determination is to proceed with the planning proposal but imposes conditions that the council or proponent consider inappropriate, the council or proponent has 14 days from being notified by the department to request a review. This timeframe will prevent any unnecessary delay in proceeding to community consultation on the planning proposal.

Steps for seeking Gateway review

Attachment C sets out the steps in the Gateway review process.

A council or proponent may request a Gateway review by writing to the department and providing all relevant information (see supporting information below). An online lodgement form will also be made available.

The department may prepare and forward a report to the next most senior Gateway delegate (ie. the Minister for Planning and Infrastructure or the Director-General of the Department of Planning and Infrastructure).

The Minister or Director-General will request advice from the PAC before making a decision to alter the Gateway determination the subject of the review. In addition to the advice of the PAC, the Minister may consider:

- Gateway delegate's reasons for its original Gateway determination
- Submissions from the council or proponent including why the Gateway determination should be altered
- other matters not considered by the original decision maker including strategic planning considerations (eg. emerging State or regional plans or policies relevant to the planning proposal)

The Minister or Director-General may alter the Gateway determination and decide the planning proposal should proceed (in accordance with any revised conditions), at which point the council and proponent will be notified of the altered determination and post-Gateway consultation on the planning proposal can commence.

Alternatively, if the Minister or Director-General considers that the planning proposal should not proceed past the Gateway, the proponent and council are to be notified and provided with reasons for the decision.

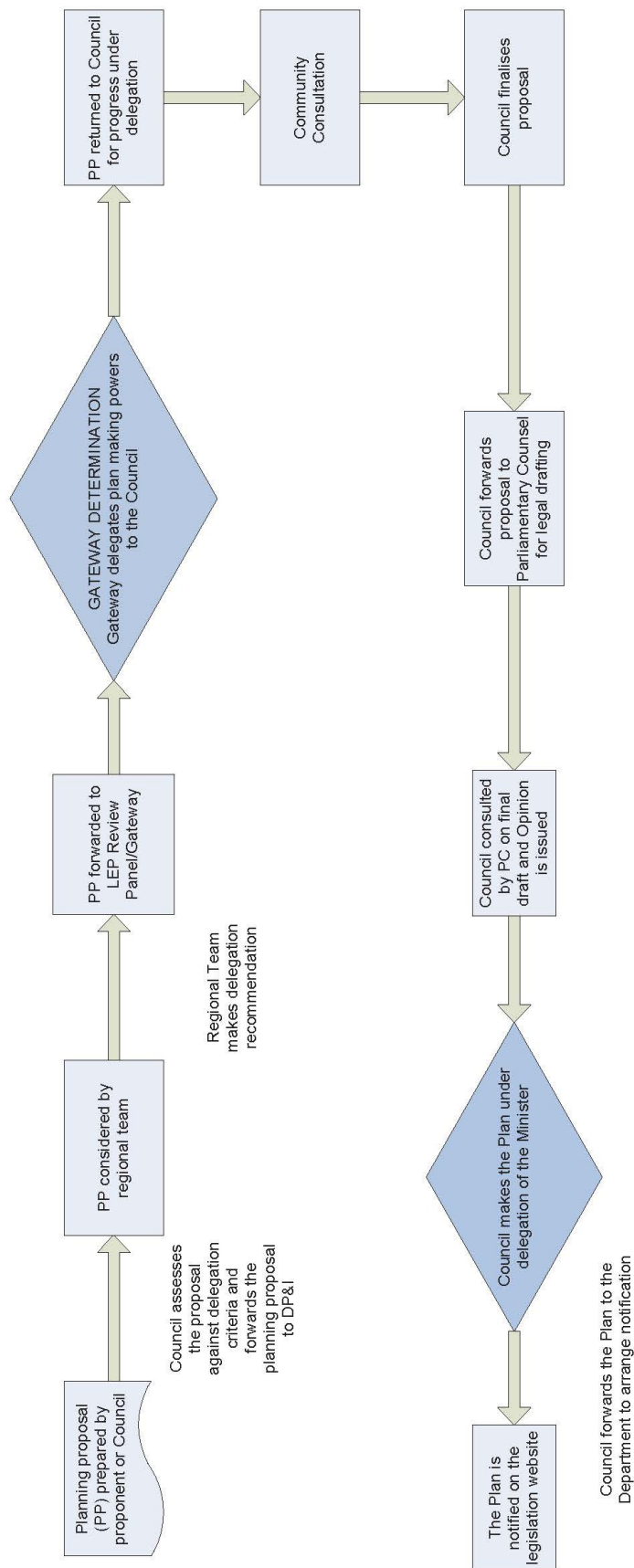
Following a Gateway review where the Minister or Director-General alters the determination, the usual process post-Gateway determination commences, including community consultation on the planning proposal.

Supporting information

Councils or proponents requesting a Gateway review must provide the department with the following:

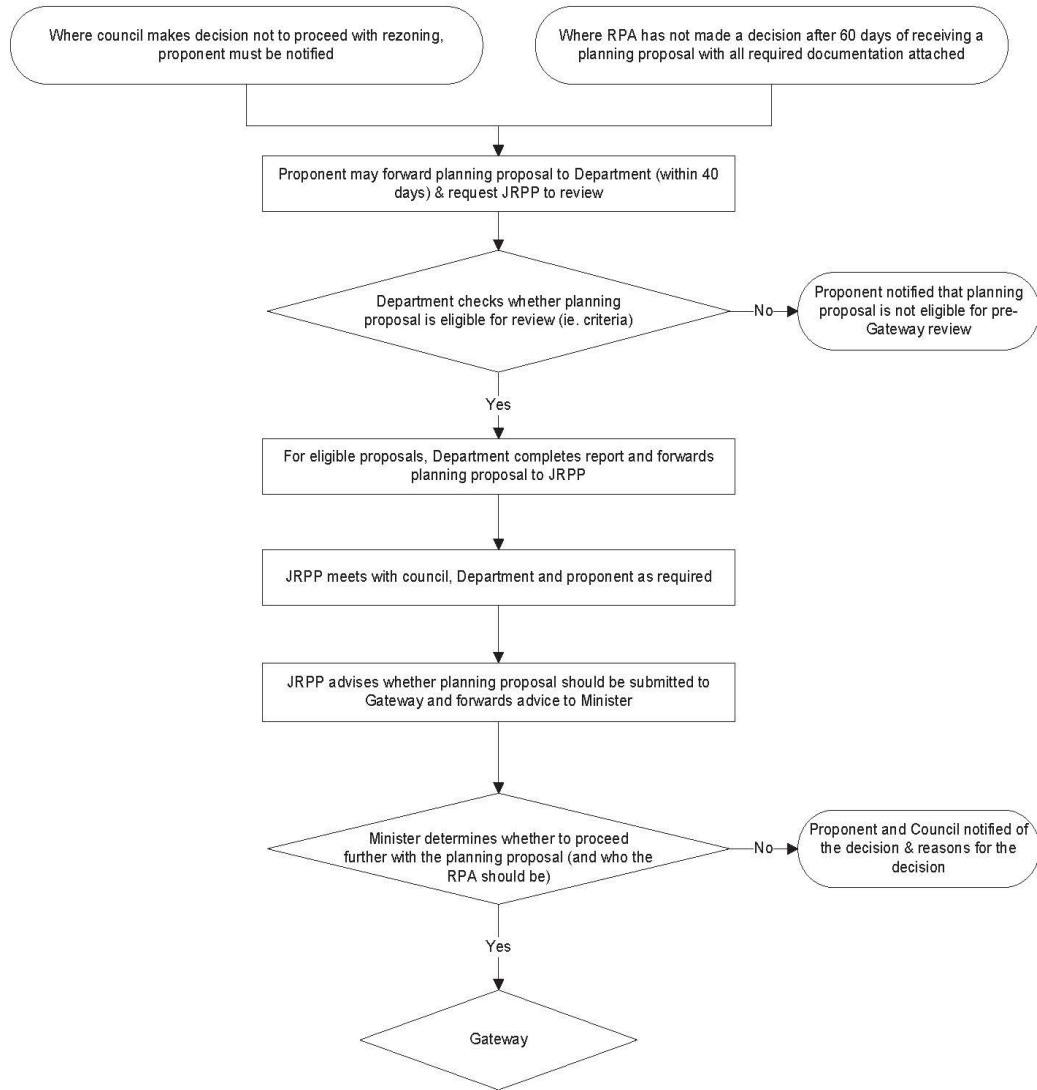
- a copy of the planning proposal as submitted to the Gateway
- a copy of all additional information and documentation provided to the Gateway
- justification for why an alteration of the Gateway determination is warranted, including, where relevant, responses to issues raised by the original Gateway decision maker
- if relevant, disclosure of reportable political donations under section 147 of the Act
- fees

Attachment A – Process to make a delegated local environmental plan



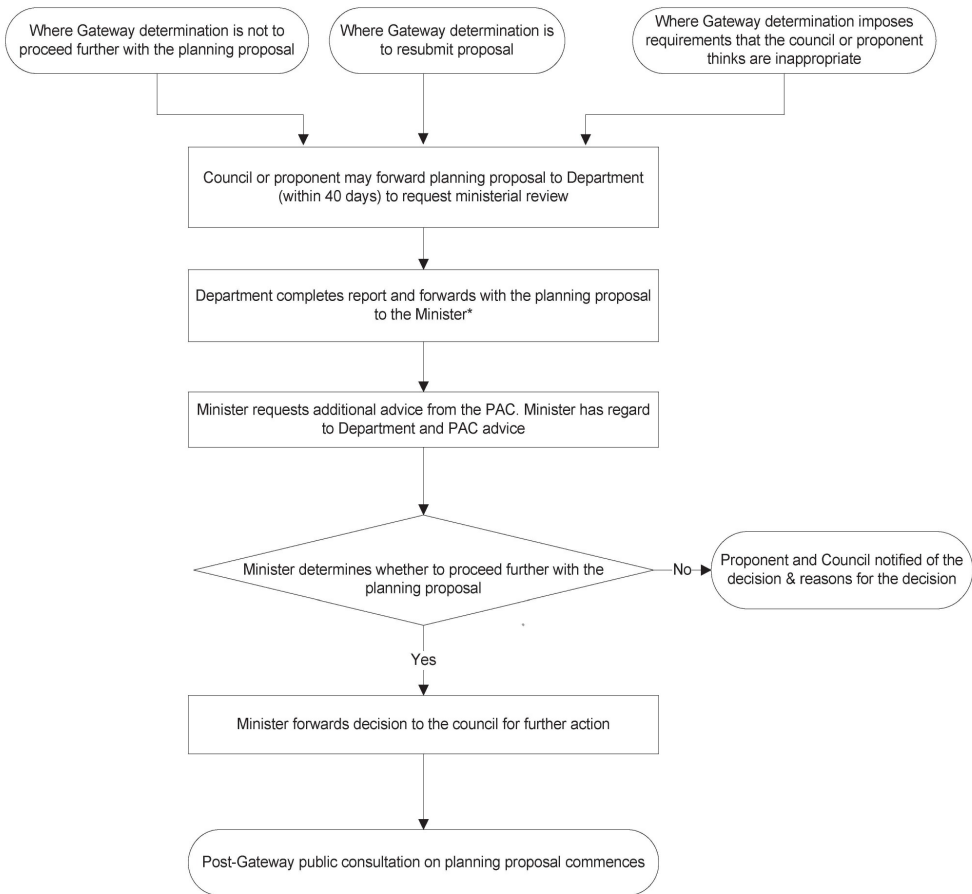
Attachment B

Pre-Gateway Review



Attachment C

Gateway review



* Reference to Minister in this diagram is also a reference to the Director General if the Gateway decision being reviewed was originally made by a delegate of the Minister that was not the Director General.

C9.5	Tender T05/12 - Energy Supply for Pittwater Council Large Sites and Street Lighting
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Meeting: Natural Environment Committee

Date: 7 May 2012

STRATEGY: Business Management

ACTION: Establish a program of effective cost reduction through continuous monitoring of costs and sustainable purchasing.

PURPOSE OF REPORT

Presentation of the results of Tender T05/12 – Energy Supply for Pittwater Council Large Sites and Street Lighting – be presented to Council for consideration.

1.0 BACKGROUND

1.1 At its meeting on 16 April, 2012, Council resolved as follows:-

- "1. That Pittwater Council, Through Essential Utilities Corporation (EUC) Pty Limited undertakes a tender process for the supply of electricity to Council's contestable large sites and street lighting.
2. That the tender process be a shortened process, as outlined in this report, in accordance with Section 171 of the Local Government (General) Regulation 2005.
3. That the results of the tender be presented to Council at its meeting of 7 May 2012 for consideration."

2.0 ISSUES

- 2.1 Tender T05/12 closes at 5.00pm on Thursday, 3 May 2012, the day following distribution of the Agenda for the Council Meeting of 7 May 2012.
- 2.2 Prior to reporting the results of the tender to Council it is necessary to evaluate the tenders received.
- 2.3 Given points 2.1 and 2.2 above, it will not possible to include the confidential component of this report in the Business Papers distributed prior to the Council Meeting of 7 May, 2012.
- 2.4 The tenders received at close of business on Thursday, 3 May 2012, will be evaluated and the confidential component of the report, ie tender assessment, will be circulated to Councillors on Monday, 7 May 2012 prior to the commencement of the Council meeting.

3.0 SUSTAINABILITY ASSESSMENT

3.1 Supporting & Connecting our Community (Social)

The provision of electricity is an important contributor to the safety and amenity of Pittwater residents in addition to being essential to the running of Council's service delivery operations.

3.2 Valuing & Caring for our Natural Environment (Environmental)

Council's Revolving Energy Fund allows for the ongoing improvements to energy efficiency of Council's facilities

3.3 Enhancing our Working & Learning (Economic)

Anticipated savings through bulk purchase of electricity for Council large sites and street lighting will help ameliorate the escalating cost of energy.

3.4 Leading an Effective & Collaborative Council (Governance)

The calling of tenders for the supply of electricity to large sites and street lighting is in accordance with Section 55 of the Local Government Act and Section 167 and Section 171 of the Local Government (General) Regulation 2005 in addition to Council's procurement policy and guidelines.

3.5 Integrating our Built Environment (Infrastructure)

The Council has resolved to not purchase green power but in lieu commit 10% of its energy bill to fund its revolving energy initiatives, including solar power, energy efficient lighting and sensors, etc.

4.0 EXECUTIVE SUMMARY

4.1 At its meeting on 16 April 2012 Council resolved that the results of the proposed electricity tender be reported back to the Council Meeting of 7 May 2012.

4.2 As the tender does not close until after distribution of the relevant business papers, the confidential tender assessment component of the report will be compiled and circulated to Councillors at that meeting.

RECOMMENDATION

That the Confidential Tender Assessment Report, separately circulated to Councillors and tabled at this meeting, be considered by Council.

Report prepared by
Peter Baartz – Senior Officer Procurement & Fleet Management

Mark Shaw
MANAGER, URBAN INFRASTRUCTURE

C9.6	Minutes of the Sydney Coastal Councils Group Ordinary Meeting of 17 March 2012
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Meeting: Natural Environment Committee Meeting

Date: 7 May 2012

STRATEGY: Beach & Coastal Management

ACTION: Strategic Initiative - Partner with other councils, SCCG and Catchment Management Authorities to integrate and complement regional initiatives

PURPOSE OF REPORT

To advise Council of the Minutes of the Sydney Coastal Councils Group (SCCG) Ordinary Meeting held on 17 March and hosted by Willoughby City Council.

1.0 BACKGROUND

- 1.1 The SCCG is a forum to promote co-ordination between the 15 member councils on environmental issues relating to the sustainable use and management of the Sydney urban coastal environment.

2.0 ISSUES

2.1 Item 6.2: Correspondence – Coastal Erosion Issues

The Pittwater Council delegate advised the Full Group that a draft Coastal Erosion Emergency Action Sub-plan had been completed for Mona Vale Basin Beach and Bilgola Beach. A copy of the draft sub-plan had been forwarded to the OEH seeking review by the Department and certification by the Minister for the Environment.

In the discussion that ensued, the Group considered that Coastal Erosion Emergency Action Sub-plans should be reviewed by the NSW Coastal Panel, but that this would be unlikely to occur unless the Minister was specifically requested to refer the documents to the Panel. Delegates suggested that councils preparing such plans should also request that the Minister refer copies of draft sub-plans to the Panel for review before they are certified.

Council has recently been advised by the Minister for the Environment that the Coastal Erosion Emergency Action Sub-plan for Bilgola Beach and Basin Beach has been certified under the *Coastal Protection Act 1979*.

2.2 Item 9.4: SCCG 'Mapping and Responding to Coastal Inundation Project' – Update Report

Draft coastal inundation mapping prepared by the CSIRO for the coastal foreshores of affected member councils was displayed at the meeting. The Pittwater delegate expressed concern that the draft mapping should not be publicly released until member councils had been adequately consulted over the Inundation Project, the legal implications of the mapping properly investigated and the consent of each member council gained.

The Group resolved that the SCCG write to the General Managers of member councils informing them of the project outcomes and providing them with their final inundation maps prepared by the CSIRO.

Note: The Pittwater Foreshore Floodplain Mapping of Sea Level Rise Impacts prepared for Pittwater Council by Cardno provides a more detailed assessment of inundation impacts on the Pittwater estuary as a consequence of projected sea level rise.

2.3 **Item 9.6: SCCG Coastal Adaptation Pathways Program**

One of the projects currently being undertaken by Coastal Engineering Consultants on behalf of the SCCG utilising federal grant funding under the abovementioned program is the "Assessment and Decision Frameworks for Existing Seawalls".

The SCCG sought potential case study sites from member councils for both coastal and estuarine seawall structures. Bilgola Beach in the Pittwater LGA has been selected as a coastal case study site and existing seawalls on both public and private land at that beach will be assessed in an effort to develop an assessment and evaluation process that can be readily utilised by other coastal councils.

3.0 **SUSTAINABILITY ASSESSMENT**

No sustainability assessment required

4.0 **EXECUTIVE SUMMARY**

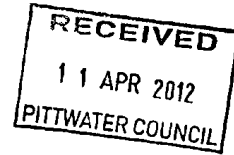
- 4.1 The minutes of each Sydney Coastal Councils Group meeting are reported for the information of Council at the request of the SCCG Executive Committee.

RECOMMENDATION

1. That the Minutes of the Sydney Coastal Councils Group (SCCG) Ordinary Meeting of 17 March 2012 (see **Attachment 1**) be noted.
2. That the final draft Coastal Inundation Map for the Pittwater LGA (prepared by the CSIRO) be referred to Cardno for assessment and review in light of the Pittwater foreshore floodplain mapping already undertaken for Council by that consultant.

Report prepared by
Paul Hardie, Principal Officer – Coast & Estuary

Jennifer Pang
MANAGER – CATCHMENT MANAGEMENT & CLIMATE CHANGE



**SYDNEY COASTAL COUNCILS GROUP Inc.
MEMORANDUM**

MEMO TO: General Manager

SUBJECT: SCCG Minutes from Ordinary Meeting– 17 March 2012

DATE OF MEMO: 4 April 2012

Memo2-12

Dear General Manager,

Please find attached a hard copy of the Minutes and Actions from the SCCG Ordinary Meeting held on Saturday 17 March, hosted by Willoughby City Council.

A per the SCCG Constitution and SCCG Strategic Plan, Member Councils are asked to table these minutes from the quarterly SCCG 'Full Group' meetings at an appropriate Council meeting for the information of Councillors, Executives and relevant staff.

If you would like an electronic copy of these Minutes and attachments, please email me on:
geoff@sydneycoastalcouncils.com.au

Thank you for your assistance with this matter.

Your sincerely,

Geoff Withycombe
Regional Coastal Environment Officer / Executive Officer

Sydney Coastal Councils Group Inc.
Level 14, 456 Kent Street
SYDNEY NSW 2001
DX 1251 Sydney
Ph: +61 2 9246 7791
Fax: +61 2 9265 9660
Email: geoff@sydneycoastalcouncils.com.au

**SYDNEY COASTAL COUNCILS GROUP Inc.
MEMORANDUM**

MEMO TO:	<p>Councillor Brian Troy Ms Cathy McMahon Councillor Wendy McMurdo Councillor Michael Hutchence Dr Ross McPherson Councillor Rochelle Porteous Councillor Michele McKenzie Mr Ryann Medei Councillor Barbara Aird Councillor Cathy Griffin Mr Stephen Clements Councillor Denise Wilton Councillor Warren Yates Ms Belinda Atkins Councillor Veronique Marchandean Councillor Andrew Robjohns Mr Peter Massey Councillor Jacqueline Townsend Councillor Bob Grace Mr Paul Hardie Councillor Margaret Woodsmith Councillor Geoff Stevenson Ms Bronwyn Englaro Councillor Lesa de Leau Clr Shane O'Brian / Clr Joe Awada) Ms Alexandria Vandine / Ms Madeline Hourihan Councillor Peter Towell Mr Ian Drinnan / Dr Guy Amos Councillor Di Tornai Mr Chris Derksema Councillor Dr Christina Kirsch Councillor Dr Conny Harris Mr Denise Regan Councillor John Wakefield Councillor Prue Cancian Ms Emily Scott / Mr Corey Fox Councillor Wendy Norton Councillor Lynne Saville Ms. Nicola Faith Councillor Nicola Grieve Councillor Susan Jamason Mr Chris Munro / Mr Sam Badalati Emeritus Prof. Bruce Thom AM Mr Phil Colman Mr George Colis Ms Shirley Colless Mr George Copeland Dr Judy Lambert AM Cr. Keith Rhoades AFSM</p>	<p>Botany Bay Council Botany Bay Council Hornsby Council Hornsby Council Hornsby Council Leichhardt Council Leichhardt Council Leichhardt Council Manly Council Manly Council Manly Council Mosman Council Mosman Council Mosman Council North Sydney Council North Sydney Council North Sydney Council Pittwater Council Pittwater Council Pittwater Council Randwick Council Randwick Council Randwick Council Rockdale Council Rockdale Council Rockdale Council Sutherland Council Sutherland Council City of Sydney Council City of Sydney Council Warringah Council Warringah Council Warringah Council Waverley Council Waverley Council Waverley Council Willoughby Council Willoughby Council Willoughby Council Woollahra Council Woollahra Council Woollahra Council Honorary Member Honorary Member Honorary Member Honorary Member Honorary Member NSW LGSA</p>
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c.c.

SUBJECT: Please find attached the Minutes and Actions from the Sydney Coastal Councils Group Inc. Ordinary Meeting hosted by Willoughby City Council on Saturday 17 March

DATE OF MEMO: 3 April 2012

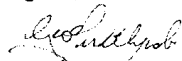
Memom1-12

Please find attached the Minutes and Actions from the Sydney Coastal Councils Group Inc. Ordinary Meeting hosted by Willoughby City Council on Saturday 17 March.

Please note the next SCCG 'Full Group' meeting will be held on 16 June 2012 hosted by the City of Sydney Council (pending conformation).

Please note that the NSW Minister for the Environment has accepted an invitation to present at the meeting.

Regards,



Geoff Withycombe
Regional Coastal Environment Officer / Executive Officer

LIST OF ACTIONS FROM THE ORDINARY MEETING 17 March 2012

The table below is intended to provide delegates with a summary of the meeting. Actions for delegates to complete prior to the next meeting have been highlighted in bold

Item	Action	By whom	Due By
5.0	Business Arising <ul style="list-style-type: none"> Sydney Harbour Councils The SCCG EO report back to the SCCG on outcomes of the Sydney Harbour Council meeting once it is held. SCCG – City of Sydney Hosting Contract The EO continue to chase a meeting with the City of Sydney, Executive Officer, with the aim of reviewing and renewing the existing hosting contract. Governance of Sydney Waterways The EO and Prof Thom to report back at next meeting on outcomes of meeting with Roads and Maritime Services, Dept. of Planning and Crown Lands Marine and Foreshore Biodiversity awareness and appreciation strategy. (Mr. Phil Colman) Phil Colman and the SCCG Secretariat convene at a working group meeting early in the New Year at the Colman residence to address the potential development of the Marine and Foreshore biodiversity awareness and appreciation strategy. 	<p style="text-align: center;">EO</p> <p style="text-align: center;">EO / Chair</p> <p style="text-align: center;">EO / Prof Thom</p> <p style="text-align: center;">Phil Colman / CPO</p>	<p style="text-align: center;">16 June</p> <p style="text-align: center;">ASAP</p> <p style="text-align: center;">16 June</p> <p style="text-align: center;">April</p>
6.2	Correspondence from the last meeting <ul style="list-style-type: none"> NSW Coastal reforms SCCG again write to the Minister for Planning regarding the referral issues of seawalls and dwellings and seek that these issues again be revisited as part of the NSW Planning system reforms for consider as 'integrated development' status. Plastic Parking Tickets The Group write to Member Councils highlighting these issues of impacts from plastic parking and infringement notices and request member councils consider alternatives and requesting a response to the SCCG correspondence, once alternative options have been identified. 	<p style="text-align: center;">SCPO / Chair</p> <p style="text-align: center;">SCPO</p>	<p style="text-align: center;">ASAP</p> <p style="text-align: center;">April</p>
7	Presentation – City of Sydney – Low Carbon Initiatives Mr Nik Midlam be thanked for his attendance and presentation.	SCCG	17 March
8.1	Staff appointments for the SCCG The new staff be congratulated and welcomed to the SCCG.	Stephen Rachael Ian	17 March
8.2	Renewal of the SCCG City of Sydney Hosting Contract the Chair and the EO seek a meeting with the City's Executive Office with a view of obtaining some certainty on the current hosting arrangements.	Chair / EO	May
9.1	NSW Reforms to Coastal Management in NSW <ol style="list-style-type: none"> the SCCG write to the NSW Minister for the Environment Group noting <ul style="list-style-type: none"> Support of the review process and noting SCCG key issues of concern (from previous consultation and submissions) Seeking details of the Task Force Terms of Reference Seeking details of consultation processes with relevant stakeholders Provide a cc of the above letter to the LGSA seeking that they also write to Minister to seek clarification of the processes. 	EO / Chair	ASAP

Item	Action	By whom	Due By
9.2	SCCG Annual Survey 2011 – Results and Recommendations 1) Confirmed actions be undertaken by the Secretariat	Secretariat	2012
9.3	SCCG Summerama 2012 - Outcomes and Recommendations Report 1) The 2012 Summerama Outcomes and Recommendations Report be received and noted. 2) The CPO conduct a workshop with Summerama Champions to consider the Report's recommendations and make recommendations to the Technical Committee for consideration. 3) Sarah Billens be thanked for her great contribution.	CPO ALL	May 17 March
9.4	SCCG 'Mapping and Responding to Coastal Inundation' project - update report 1) The report and project be received and considered. 2) The SCCG formally write to General Members informing them of the project outcomes and providing them with their final inundation maps prepared by the CSIRO 3) The SCCG be congratulated on the outcomes of this very important project.	EO ALL	April
9.5	Provision of the SCCG Annual Funding Guide 2012 1) The report be received and noted; 2) The final guide be formally sent to Member Councils for their utilisation and placed on the SCCG web site for more general access; 3) Delegates assist to highlight the availability and continuous improvement of the SCCG Funding Guide; and 4) The SCCG produce the 2013 Funding Guide by March 2013.	CPO ALL CPO	5 April
11.4	Next Meeting 1) The next meeting be held at City of Sydney Council (pending confirmation) on 16 June 7 March (12 noon) NB NSW Minister for the Environment has accepted the SCCG to present to this meeting.	ALL EO	3 Dec October

SYDNEY COASTAL COUNCILS GROUP Inc.
MINUTES OF THE ORDINARY MEETING
HELD ON SATURDAY 17 MARCH, 2012
AT WILLOUGHBY CITY COUNCIL CHAMBERS

PRE MEETING TOUR - "THE CONCOURSE"

SCCG delegates undertook a tour of Willoughby Council's new 'Concourse' development. Delegates toured the Library and the main performance halls while being provided with details of the many integrated sustainability principles to reduce impacts on the environment and to provide comfort for users. This includes the largest stormwater re-use system in Australia, holding up to five mega litres of stormwater. For more information see: <http://www.theconcourse.com.au/>. A Big thanks to Willoughby City Council staff including the General Manager for facilitating the excellent tour of Council's very impressive new Concourse development.

IN ATTENDANCE

Cr. Brian Troy	Botany Bay Council
Cr. Wendy McMurdo	Hornsby Council
Cr. Cathy Griffin	Manly Council
Cr. Denise Wilton	Mosman Council
Cr. Veronique Marchandea	North Sydney Council
Cr. Jacqueline Townsend	Pittwater Council
Mr. Paul Hardie	Pittwater Council
Cr. Margaret Woodsmith	Randwick Council
Cr. Geoff Stevenson	Randwick Council
Mr. Nik Midlam	City of Sydney Council
Cr. Dr. Conny Harris	Warringah Council
Cr. Prue Cancian	Waverley Council
Cr. Wendy Norton	Willoughby Council
Cr. Lynne Saville	Willoughby Council
Cr. Nicola Grieve	Woollahra Council
Mr. Geoff Withycombe	SCCG
Mr. Stephen Summerhayes	SCCG
Ms. Rachael Buzio	SCCG
Dr. Ian Armstrong	SCCG
Dr. Judy Lambert AM	Honorary Member
Prof. Bruce Thom AM	Honorary Member
Mr. Phil Colman	Honorary Member

1. OPENING

The meeting opened at 1.00pm. Cr. McMurdo (Chairperson) provided a Welcome to Country and opened the meeting and welcomed delegates to the meeting. Cr Norton welcomed delegates to Willoughby City Council on behalf of the Mayor Clr Reilly. Cr McMurdo thanked Willoughby for hosting the meeting and a great field trip.

2. APOLOGIES

Cr. Barbara Aird	Manly Council
Cr. Peter Towell	Sutherland Council
Cr. Dr. Christina Kirsch	Warringah Council

Resolved that the apologies be received and noted.

Councils not represented at the meeting
Leichhardt, Rockdale and Sutherland Councils.

3. DECLARATION OF PECUNIARY INTERESTS

Resolved that there was no declaration of pecuniary interests.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of the SCCG held on 3 December 2011 at the City of Sydney Council.

Resolved that the Minutes of the Ordinary Meeting of the SCCG held on 3 December 2011 at the City of Sydney Council be confirmed.

4.2 Minutes of the Technical Committee Meeting of the SCCG held on 1 December 2011 hosted by Woollahra Council at Club the Rose Bay

Resolved that the Minutes of the Technical Committee Meeting of the SCCG held on 1 December 2011 at Club Rose Bay be received and noted.

5. BUSINESS ARISING

Business arising from minutes other than those items listed below in Reports.

• Sydney Harbour Councils

The EO again noted he met with the Hunters Hill General Manager, Barry Smith late last year to discuss the SCCG resolution to potentially invite non Sydney Harbour Councils to join the SCCG. The EO noted that after much discussion on the possibilities including some of the potential limitations of smaller harbor Councils to afford member contributions. It was decided to hold off on any activity to invite councils until the next Sydney Harbour Council meeting scheduled for February 2012. This meeting of the Sydney Harbour Councils has not yet occurred.

Resolved that the SCCG EO report back to the SCCG on outcomes of the Sydney Harbour Council meeting once it is held.

• Governance of Sydney Waterways

The EO noted that at the last meeting it was resolved that:

Resolved that:

1. The SCCG Secretariat and Prof Bruce Thom meet with Roads and Maritime Services, Dept. of Planning and Crown Lands to further discuss SCCG AGM resolution to better define responsibilities of Sydney estuary foreshore management.

2. Roads and Maritime Service be again invited to address the March 2012 SCCG meeting regarding:

- * The new government structure in relation to waterways and boating management,
- * Clarifying roles and responsibilities of waterway management authorities including Maritime,
- * The development of Sydney Boat storage strategy,
- * Development of the integrated waterways management strategy for Sydney.

The EO noted that this meeting has not yet occurred and will be reported on at the next meeting.

• Sydney Water Request to increase nutrient discharge into the Hawkesbury River

The EO noted that at the last meeting it was resolved that the SCCG support the recommendation of the SCCG Technical Committee regarding concerns to increase nutrient discharge into the Hawkesbury River and approve the letter to the Minister for the Environment (cc Director General of Sydney Water), to be signed on behalf of the SCCG by the EO.

Delegates were referred to the subsequent letter from Sydney Water in the business papers advising that Sydney Water has now formally written to the Minister for Planning withdrawing the modification of the application

• Marine and Foreshore Biodiversity awareness and appreciation strategy. (Mr. Phil Colman)

Phil Colman and the SCCG Secretariat convene at a working group meeting early in the New Year at the Colman residence to address the potential development of the Marine and Foreshore biodiversity awareness and appreciation strategy.

This action remains outstanding however Mr Colman noted that initial discussions have occurred and a meeting will be convened shortly to address potential issues such as:

- General diversity studies – what do we have now?
- Environmental education; both schools and adults
- Marine biodiversity food chain - how it can effect what we go to buy from the fish market
- Meiofauna – what does the word mean and how terribly important it is
- Coastal Ambassadors – a discussion on one way a Council has attempted to educate the 'masses'
- Clean beaches – a term that is too often abused and sometimes very environmentally unfriendly

6. CORRESPONDENCE

6.1 Sent and Received Correspondence

Resolved that the circulated "sent" and "received" correspondence be received and noted.

6.2 SCCG correspondence from the last meeting (including responses where available)

From 10 September 2011 meeting

NSW Reforms to Coastal Management The SCCG meet with Warringah and Pittwater Councils to develop a joint letter to the Minister to address issues including: preparation of Emergency sub plans, and referrals to the Coastal Panel and other immediate implementation issues as identified.

In addition to the letter from the NSW Environment Minister the NSW Planning Minister has also now responded to this SCCG correspondence.

The Hon. Brad Hazzard MP has now also responded to this correspondence on 14 January 2012. The Minister clarified the situations with referrals to the Coastal Panel under the SEPP (Infrastructure) noting:

"...the role of the Coastal Panel as a consent authority is subject to three tests. The characteristics of the works must be a sea wall or beach nourishment; those works must be on the open coast or entrance to a coastal lake; and on circumstance where a coastal zone management plan does not apply to the land.

Where proposed development involved a mix of building works and coastal protection works, consideration need to be given to the characterisation of the development in order to ascertain the relevant consent authority for the development. If the overall development can be characterised as (for example) a dwelling, then the local council would be the consent authority. Conversely, the Coastal Panel is unable to determine development application other than for works characterised as sea wall or beach nourishment".

Delegates noted disappointment with this response noting the vast majority of development applications are for redevelopment and that it was very unlikely multiple foreshore owners will come together to propose a combined 'seawall development'. Delegates again questioned why such development where a dwelling is being proposed together with a seawall or update for seawall can't be considered "integrated development".

Delegates were again informed that under the Coastal Protection Act, Councils can via the Minister, seek assistance and advice of the NSW Coastal Panel. Council's seeking this advice were recommended to ensure that they also cc this directly to the Chair of the NSW Coastal Panel to ensure that the Panel is indeed aware that a request has been made.

Resolved that the SCCG again write to the Minister for Planning regarding the referral issues of seawalls and dwellings and seek that these issues again be revisited as part of the NSW Planning system reforms for consider as 'integrated development' status.

a) Minister for the Environment – presentation to the SCCG

Again invite the NSW Minister for the Environment to address either the March or June meeting of the SCCG.

The EO noted that unfortunately the Minister for the Environment cancelled her scheduled presentation to the 2011 SCCG AGM last year however the Group again invited the Minister to address this at the June meeting and the Minister has now accepted the invitation to address the 16 June meeting.

b) Plastic Parking Tickets

*The Group write to Member Councils highlighting issues of impacts from plastic parking and infringement notices and request member councils consider alternatives and requesting a response to the SCCG correspondence. **(Action Outstanding)***

The SCPO provided an update on developments. In order to fully report to Councils on the issue, the SCPO has been investigating the environmental impacts of the range of machine printed tickets and available alternative solutions. Specifically, information has been sought from manufacturers addressing:

- Range of available materials
- Relative advantages and disadvantages
- Composition
- % of recycled materials

- Environmental status
- Breakdown products, timeframe and agents
- Relative energy cost, C footprint, lifecycle assessment
- MDS, reports, studies and the like
- Details above in relation to other qualities (security features, thermal qualities, ink etc)

A meeting has been held with one manufacturer who will report back on the issues above. Replies are awaited from the other Australian manufacturer of consumables.

Resolved that the SCPO table a report at the next meeting for consideration.

Resolved that the SCCG correspondence from last meeting be received and considered.

7. PRESENTATION – “City of Sydney - Low Carbon Initiatives”

Mr Nik Midlam. (Presentation slides attached)

As requested by SCCG elected delegates, Mr. Nik Midlam (Manager Carbon Strategy) from the City of Sydney provided a review of the numerous 'low carbon' initiatives being led by the City of Sydney Council including details of the Tri-generation program.

Mr Midlam delivered the presentation that included:

- Drivers for City of Sydney to address its many carbon initiatives
- Issues in relation to potential augmentation of the traditional Sydney power infrastructure
- City of Sydney activities to achieve its zero emissions strategies including initial offsetting activities to its \$12M renewable energy fund and the current focus on implementing local carbon reduction programs and projects including major solar installations and retrofitting programs
- Details of City of Sydney Decentralised energy master plan 2010 – 2030 and its mix of options to achieve zero carbon scenarios.

Mr Midlam was thanked for his very informative and well articulated presentation.

Resolved that:

- 1) the presentation be heard and considered at the meeting.
- 2) Mr Nik Midlam be thanked for his attendance and presentation.

8. ADMINISTRATIVE MATTERS

8.1 Staff appointments for the SCCG

Proceedings in Brief

Through grant funding and other changes, the Secretariat has had several changes. The Executive Officer provided a verbal report at the meeting.

- Stephen Summerhayes has now been appointed the SCCG Senior Coastal Projects Officer.
- After a very competitive process Rachael Buzio has now been appointed as the Group's Coastal Projects Officer
- The EO informed that Group that unfortunately Sophie O'Dwyer has resigned from the position of Project Officer – Climate Change Adaptation, after only 3 months in the position. Daily travel from the southern highlands to Sydney had become unsustainable. The EO however introduced and welcome Dr Ian Armstrong filling this position for at least a 12 month contract. The EO noted that Ian comes to the Group very well qualified and will indeed be a great asset for the Coastal Adaptation Projects and the Group generally.

Resolved that

- 1) the report be received and noted.
- 2) The new staff be congratulated and welcomed to the SCCG.

8.2 Renewal of the SCCG City of Sydney Hosting ContractProceedings in Brief

The EO informed delegates that there has been no new news has been received from the City of Sydney.

Resolved that the Chair and the EO seek a meeting with the City's Executive Office with a view of obtaining some certainty on the current hosting arrangements.

9. REPORTS

**Reports 9.1 – 9.7
FOR CONSIDERATION**

9.1 NSW Reforms to Coastal Management in NSWProceedings in Brief

The EO noted an email was received from Mike Sharpin (OEH) yesterday afternoon noting a statement made by Minister Parker's Office last week to the Sydney Morning Herald re the Ministerial Taskforce. This was in response to a question relating to sea level rise at Lake Macquarie – part of the statement was included the SMH article: <http://www.smh.com.au/environment/climate-change/developer-may-sue-to-trigger-rethink-on-sea-level-rises-20120305-1uecc.html>

Minister's Statement: *Current sea level rise benchmarks used to guide land use planning and infrastructure design in NSW are based on advice from both the Intergovernmental Panel on Climate Change (IPCC) and CSIRO. The NSW Government is committed to regularly reviewing these benchmarks to ensure that they are based on the most appropriate science.*

The O'Farrell Government is concerned about the impacts of projected sea level rise on coastal erosion and flooding in coastal areas. To address these issues, a Ministerial Taskforce has been established to ensure that NSW has the best plans, legislation and other arrangements in place to deal with coastal risk. Establishing this Taskforce is an important step in ensuring that NSW has the best arrangements in place to manage coastal erosion and other coastal hazards, both now and into the future.

I can confirm that the Taskforce will also review the application of sea level rise planning benchmarks and the adequacy of the science informing these benchmarks and will report to the NSW Cabinet within the next few months.

Delegates noted concern that it now appeared that the Task Force announced by the Minister in September 2011 ([media release](#)) was now not a truly independent Task Force being a "Ministerial Task Force".

Delegates further noted concerns of some recent Government backbenchers' calls for some long term moratoriums on implementation of the SLR benchmarks.

Resolved that

- 1) the SCCG write to the NSW Minister for the Environment Group noting

- Support of the review process and noting SCCG key issues of concern (from previous consultation and submissions)
 - Seeking details of the Task Force Terms of Reference
 - Seeking details of consultation processes with relevant stakeholders
- 2) Provide a cc of the above letter to the LGSA seeking that they also write to Minister to seek clarification of the processes.

1) Coastal Erosion Issues – Pittwater Council

The Pittwater delegate was asked to provide an overview of the issues being addressed in the preparation their Coastal Erosion Emergency Management Plan.

It was noted that Council had now completed the plans for their two erosion "hot spots". These plans are prepared consistent with the new State guidelines and the \$5K support funding provided by OEH. This expensive and timely process also has included community engagement with letters and facilitated workshops.

Council submitted the draft Plan(s) to staff of OEH who requested such substantial changes that the original draft has now become a reference document with an entirely new plan being proposed. OEH have noted they only want a plan describing what the Council will do in an emergency. It was noted that Council is proposing to undertake specific actions in times of coastal erosion to include: closing the beach, managing areas of dangerous access, dropping of the erosion scarp post event, while taking no actions to protect private property.

Council has reiterated in its draft Emergency Plan that it remains not supportive of the "solutions" described in the Coastal Protection Act that includes small scale sand bag protection strategies. It also notes that the Institute of Engineers are ineffective and give false expectations for some form of coastal protection.

Pittwater Council has also highlighted the confusion and potential duplication of the Coastal Emergency Action plans to those actions and procedures articulated in the DISPLAN and the associated sub action plans.

Council is also seeking legal advice to address the mix of coastal protection works in areas of the Basin Beach and also Bilgola Beach. This is to address issues in relation to location and potential liabilities for maintenance and performance of both private and public protection works on private and public lands.

Council was reminded that draft Emergency Management plans should be being considered by the NSW Coastal Panel and to also send the draft Plan directly to the Panel when sending to OEH for comment.

Resolved that:

- 1) The report be received and noted.
- 2) Through discussion, the SCCG determine additional actions to address Member Council issues and concerns.

9.2 SCCG Annual Survey 2011 – Results and Recommendations (Presentation slides attached)

Proceedings in Brief

The aim of the annual survey is to enable the Sydney Coastal Councils Group Secretariat to identify what SCCG activities have assisted member councils and importantly to identify additional avenues and activities to further enhance this assistance. The SCPO reviewed the outcomes report attached to the business papers including key outcomes, recommendations and workshop potential actions.

Workshop Outcomes – Confirmed Secretariat actions:

1) SCCG's performance against its Strategic Plan 2010-2014

- workshop with the Technical Committee strategies to improve and foster collaboration, guidance and capacity building among and between the SCCG and Member Councils
- facilitate working groups to draw upon individual & collective experience
- facilitate two fields trips per year to promote peer to peer learning

2) SCCG Projects and Capacity Building Activities:

- Workshop with the Technical Committee capacity building topics under the subject areas that were ranked by the Full Group and Technical Committee in the top 3.
- Confirm the preferred method of capacity building delivery strategies in relation to the areas identified in a).

3) The Secretariat prepare a Guideline for presenters which includes:

- Checklist to assist presenters:
 - i) Demonstrate subject knowledge
 - ii) Explain important issues and principles clearly
 - iii) Respond to participants' views and comments
 - iv) Organise, prepare and keep to time limits
 - v) Ensure events are interesting, engaging and fun
- Incorporates a multi-tiered evaluation form which produces clear measures of success which can be compared across presenters
- Techniques to promote audience engagement and interest

4) Full Group and Technical Committee Meetings

- The Secretariat develop the intranet
- The Agenda be uploaded to the internet with a link provided to delegates to enable online viewing and download
- Strict time management be maintained at meetings
- The Secretariat further refine and simplify the Agenda
- Full Group Agenda be prepared in digital form. Delegates who would like a printed copy the Agenda to advise the CPO who will organise printing and dispatch.

Resolved that:

- 1) The survey report be received and noted;
- 2) Confirmed actions be undertaken by the Secretariat

9.3 SCCG Summerama 2012 - Outcomes and Recommendations Report

(Presentation Slides Attached)

Proceedings in Brief

Delegates were informed that the Summerama 2012 saw 1,888 participants 'getting amongst it' in the 74 activities taking place across 13 Member Councils.

New activities were added to the program, such as educational talks about sustainability issues (Tim Silverwood, Simon Carter) which proved popular given the broader awareness of these issues, while the old favourites cemented their place on the program by selling out weeks in advance (Dr Rip's Science of the Surf, Rockpool Rambles put on by various councils).

While more activities this year required a nominal cost-covering fee from participants, the program still offered loads of free activities to the public, ensuring Summerama is an easy and effective way for Member Councils to encourage their citizens to engage with the coastal environment.

For the first time, the SCCG employed a dedicated Summerama Coordinator, Sarah Billens, to coordinate the compilation and promotion of the program. In order to fund the promotional campaign, sponsorship was sought and the long-time supporter Landcare/Coastcare once again delivered with \$5000 from their *Be Natural* grant.

The promotional campaign was run via multiple channels: print, web, outdoor, social media, press and a competition. Branding was refined to exploit these channels, all using a new fresh, fun and beachy look and feel designed for Summerama 2012. Campaign results were pleasing, with online metrics showing that the website hits, amount of Facebook 'likes' and Twitter followers all increased on last year.

The inaugural Summerama Photo Competition was held with the intention of raising awareness about the program by attracting more people to the Summerama social media pages and also to create a database of pictures.

Overall, feedback from participating Member Councils shows that the press exposure and word-of-mouth are fruitful methods of encouraging participation. While Councils appreciated the effort made with the promotional materials produced, they most valued the new website and the comprehensive press kits (logos/photos/various lengths of promotional text).

A series of recommendations have been developed for consideration when planning the 2013 program. The Secretariat will soon reconvene the Summerama "Champions" (Summerama representatives appointed by participating Member Councils) to consider these recommendations with an outcomes report to be considered by the SCCG Technical Committee.

Resolved that:

- 1) The 2012 Summerama Outcomes and Recommendations Report be received and noted.
- 2) The CPO conduct a workshop with Summerama Champions to consider the Report's recommendations and make recommendations to the Technical Committee for consideration.
- 3) Sarah Billens be thanked for her great contribution.

9.4 SCCG 'Mapping and Responding to Coastal Inundation' project - update report

Briefing Notes

In 2009 the SCCG secured grant funding under NDMP to undertake a project with the CSIRO entitled Mapping and Responding to Coastal Inundation. At the last meeting it was resolved to table a project update for consideration.

The 3 key phases of the project include:

- **Stage 1** Effect of Climate Change on Sea level Rise and Extreme Sea Levels
- **Stage 2:** Development of Model Planning provisions to integrate sea level rise and extreme sea level events into relevant planning strategies of the SCCG
- **Stage 3:** Develop and distribute community risk disclosure information and corresponding community and stakeholder education program.

The EO noted that Stages 1 and 2 have now been finalised with Stage 3, 90% complete.

Stage 1: The draft inundation maps were tabled for delegates information and consideration. Delegates discussed the need to provide the SCCG region inundation maps to Member Councils

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General Managers as soon as possible. The EO noted that some final changes are being made and a secure FPT server is being established to allow Councils to securely access their own maps in GIS format.

This release to member councils will be supported by:

- An internal SCCG launch forum providing review of each of the 3 project stages (April / May),
- A comprehensive technical document articulating the methods and assumption in the inundation modelling and associated mapping,
- A 2 to 4 page "easy to read" summary of the above technical document, and
- A secure FTP online server to allow Councils to securely access their own maps in GIS format

Stage 3 is currently in the final stages of drafting. This resource document is being designed to assist Councils with internal and external communications and engagement in relations to the communication challenges faced by Councils with regards to the present and future considerations of coastal inundation and associated sea level rise for coastal inundation.

Delegates congratulated the SCCG and the CSIRO on this very important initiative and project outcomes.

Resolved that

- 1) the report and project be received and considered.
- 2) The SCCG formally write to General Members informing them of the project outcomes and providing them with their final inundation maps prepared by the CSIRO
- 3) The SCCG be congratulated on the outcomes of this very important project.

9.5 Provision of the SCCG Annual Funding Guide 2012

Proceedings in Brief

The EO noted that this annual SCCG product due in March remains outstanding with the new CPO currently finalise it.

Resolved that:

- 1) The report be received and noted;
- 2) The final guide be formally sent to Member Councils for their utilisation and placed on the SCCG web site for more general access;
- 3) Delegates assist to highlight the availability and continuous improvement of the SCCG Funding Guide; and
- 4) The SCCG produce the 2013 Funding Guide by March 2013.

9.6 SCCG Coastal Adaptation Pathway Projects

Proceedings in Brief

In July 2011, the Sydney Coastal Councils Group (SCCG) was awarded funding under the Coastal Adaptation Decision Pathways Project (CAP) for three projects-

- 1) "Prioritising Coastal Adaptation and Development Options for Local Government";
- 2) "Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure Project";
- 3) "Assessment and Decision frameworks for Existing Seawalls".

Funding has been provided by the Australian Government represented by the Department of Climate Change and Energy Efficiency. The Coastal Adaptation Decision Pathways program is an Australian Government Initiative.

The new Project Officer, Dr. Ian Armstrong provided an introduction and update for each project:

1) "Prioritising Coastal Adaptation and Development Options for Local Government"

Update:

- Literature review completed
- Consultants appointed to deliver MCA decision tool
- First stage stakeholder consultation workshops completed

The PO noted that Councillor support for this project was critical. The complexity of the issues means that the more input we get the better the tool can provide support for future decision making.

2) "Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure Project";

Update:

Five case studies have now been selected via 5 criteria a) Interconnectiveness; b) Data availability c) Barriers to Adaptation d) Diversity of Climate Change impacts e) Vulnerability

- | | |
|--|-------------------------------|
| • Existing infrastructure in Sydney CBD; | (Ultra Urban) |
| • Green Square town centre; | (Redevelopment) |
| • Cooks River stormwater catchment; | (Complex Governance) |
| • Wollongong coastal hazards; and | (Coastal Hazards) |
| • Berry Creek bush land | (Biodiversity / Conservation) |

Consultants appointed to deliver project ("Arup") and the consultation with stakeholders is now in full swing.

3) "Assessment and Decision frameworks for Existing Seawalls

Update:

The Literature review has now been drafted and currently being considered by the established National Technical Reference Group. Case studies have been sort from Member Councils with the 'Coastal' site being Bilgola Beach (Pittwater) and the 'Estuarine' location being Clontarf (Manly). (The Gold Coast seawall is also being considered by Griffith University in a complementary however separate activity). The EO noted that the Project Team is currently working out how some considerations can be also given to other nominated case study locations (Sutherland, Rockdale and the City of Sydney).

Recommended that the report be heard and considered.

9.7 Final International Dissemination Seminar China-Australia Capacity Building Project for Strategic Planning in Climate Change – China

Briefing Notes

At the invitation of the Department of International Cooperation, National Development and Reform Commission (NDRC) as part of the 'China – Australia Environment Development Partnership the SCCG EO visited China (Beijing and Hebei Province (ie Tangshan City), December 2011.

A report is attached to the business papers was reviewed.

The EO noted that the opportunity to present to and also spend time with very senior central government officials dealing with the enormous task of Climate Change management in China was exciting, rewarding and indeed a privilege. At all official and casual events there were always many officials waiting in queue for a conversation regarding what Australia is up to in this area and also much curiosity of experiences and techniques for regional coordination and cooperation across various levels of government demonstrated by the SCCG. Overall the EO left China feeling very positive about China's understanding and commitment to deal with both climate change mitigation and adaptation. In both public and private conversations the senior level Chinese government rhetoric provided an unambiguous, direct and action orientated discussion related to China's global responsibility and societal imperatives to ensure significant investment, priority and important action to deal with climate change. There was also some talk about more formal relations between the SCCG and other major coastal city areas in China to potentially develop more sister city type relations to continue to share knowledge and experience as we adapt to climate change impacts. Initial discussions with NDRC and Hebei Province official were held and maybe further pursued in consultation with the SCCG Executive Committee.

The SCCG Treasurer inquired who paid for the trip. The EO noted that all tour costs were covered by the NDRC with costs of flights to and from China coming from the SCCG Eureka Award prize money secured in 2010.

Resolved that the report be heard and considered.

**Reports 9.8 – 9.12
FOR INFORMATION ONLY
(pending inquiry)**

9.8 Technical Committee Report

Resolved that the report be received and considered.

9.9 Beachwatch Program Update

Resolved by the Beachwatch Advisory Committee representative that: the report on Beachwatch and Harbourwatch Programs be received and noted.

**9.10 (a) Sydney Metropolitan Catchment Management Authority's Report
(b) Hawkesbury Nepean Catchment Management Authority's Report**

Resolved that the reports be received and noted.

9.11 NSW Department of Industry and Investment's Aquatic Biosecurity Report

Resolved that the report be received and noted.

9.12 SCCG Grant Program Report

Proceedings in Brief

The EO noted that the SCCG has been successful in securing \$64,000 under the NSW Environmental Trust for a social media based program entitled "Becoming Social". This grant will engage a communication company and communications academics to develop strategies and tools for local government in the use of social media to engage, consult and educate [coastal] communities in relation to environmental issues.

Resolved that the report be received and considered.

9.13 Key Activities Report for September 2011 – March 2012

Resolved that the SCCG Key Activities Report for September 2011 – March 2012 be received and noted.

10. TREASURER'S REPORT

10.1 Financial Statements for period 30 June – 31 January 2012

Resolved that:
1) The financial statements for the period 30 June – 31 January 2012 be received and adopted.

11. GENERAL BUSINESS

- Report of the Independent Scientific Audit of Marine Parks in New South Wales:

http://www.marineparksaudit.nsw.gov.au/imagesDB/wysiwyg/FINAL_NSWMarineParksAuditReport2012_web1_3.pdf

11.1 2012 Meeting dates / Next Meeting

In December 2011 delegates resolved that due to the Local Government Elections the SCCG would have only 3 meetings in 2012 with the AGM meeting to be moved to the December meeting. 2012 meeting dates are:

- Saturday 16 June 2012 at 12 noon (City of Sydney)
- Saturday 8 December 2012 at 12 noon (AGM) (City of Sydney)

11.2 Items for Press Release

Resolved that items for press release be considered.

11.3 Agenda items for the next SCCG meeting

- **Confirmed Presentation:** The Hon. Robyn Parker MP, NSW Minister for the Environment. New Government's environmental directions and considerations for NSW coastal zone management.

Resolved that delegates suggest additional agenda items including presentations for the next SCCG meeting proposed for Saturday 16 June (previously advised 11 June) 2012 starting at 12 noon.

11.4 Next Meeting

Resolved that the next meeting of the Group be held on Saturday 16 June 2012 at the City of Sydney (pending confirmation).

Cr. Wendy McMurdo closed the meeting thanking delegates for their participation.

The meeting closed at 4.50pm.

Confirmation of Minutes:

Council Meeting

**10.0 Adoption of Community, Recreation and Economic
Development Committee Recommendations**

**11.0 Adoption of Natural Environment Committee
Recommendations**

12.0 Councillor Questions
